

Annual Report



**Westhampton
Massachusetts
2003**

**ANNUAL REPORT
OF THE
TOWN OFFICERS**



**TOWN
OF
WESTHAMPTON**

**FOR THE
YEAR ENDING DECEMBER 31, 2003**

DEDICATION



Lydia C. Omasta

This town report is dedicated to Lydia C. Omasta, as she retires as a member of the Selectboard after nine years of dedicated service. Lydia has served Westhampton in many positions over the years. She was on the Planning Board for three years beginning in 1973, on Finance Committee from 1984 to 2002, and on the Council on Aging from 1992 to 2001. She was also an Election Officer and on the Memorial Day Committee for many years. She has also served on the Hilltown CDC Board, the Pioneer Valley Planning Advisory Council, and the Hampshire County Regional Housing Authority. Along with all this volunteering, “Mrs. O” and her birthday cupcakes are remembered by a generation of Westhampton children from her 17 years as Kindergarten aide in the Elementary School.

Lydia may be retiring from the Selectboard, but you can be sure she will still be willing to lend a hand when the need arises. We thank her for her commitment and wish her well in the years ahead.

REPORT OF THE SELECTBOARD

This past year was both a busy and exciting year, as we celebrated the past during the town's 225th anniversary weekend, and we laid the groundwork for the future by marking the completion of the Hampshire Regional building project and approving two other major capital projects. As of January 1, 2003 the Selectboard consisted of James A. Huston, Chairman, Lydia C. Omasta, and Charles P. "Karl" Norris, clerk. Jim Huston was re-elected to a second term in June. Following the election the board reorganized with Karl Norris as chairman, Jim Huston as clerk, and Lydia Omasta as the third member. Margaret Parsons continues to serve as our administrative assistant. Every year additional duties are added to her job description. In addition to her work with the Selectboard, she helps out several other town boards with their clerical work and serves as a liaison between all town boards and committees. We extend her a huge thank you for her tremendous devotion to town government in Westhampton.

An old-fashioned New England winter prevailed in 2003 and kept our Highway Department busy battling the many snowstorms. The snow removal account was expended by mid-January, so the Selectboard declared a snow emergency as allowed under Massachusetts General Laws Chapter 41. This allowed the town to deficit-spend in that account. The largest snowstorm occurred on Presidents' Day when the entire Northeast was blanketed with close to two feet of snow. A federal snow emergency was declared in the Northeast, and Westhampton was reimbursed \$8509 from the federal government to offset the cost of cleanup from this snowstorm. By the end of the winter our snow removal account was in deficit by \$45,346. Highway Superintendent David Blakesley and his crew, Peter Montague, Jerry Ostrowski, and Mike Robbins deserve much praise for their diligence in keeping our roads clear and safe for everyone.

On February 19th a Special Election was held seeking approval for a Proposition 2½ debt exclusion override for the purchase of a new fire truck, and for construction of a new Highway Department building. These capital projects had been approved by Town Meeting in December 2002. The debt exclusion override question passed by a vote of 182 to 175.

After these projects were approved the Selectboard appointed a Highway Garage Building Committee consisting of David Blakesley, David Brown, Michael Diggins, Thomas Hathaway, James Meehan, Arthur Pichette, and Richard W. Tracy. This group elected Arthur Pichette as chairman of the committee. Following the recommendation of the Building Committee, the Selectboard signed a contract with Gannett Fleming Engineers and Architects of Braintree, Massachusetts to design the new building, which will be located next to the Transfer Station on Hathaway Road. The Highway Department began site work at the location in the Fall of 2003, and construction is slated to begin in the Summer of 2004. Once the Highway Department moves to their new location, the current building on Stage Road will be shared by the Fire and Police Departments.

In September the Selectboard signed a contract with Greenwood Fire Apparatus of North Attleboro, Massachusetts for \$312,300 for the new fire truck. The town received three bids for the new truck, but Greenwood Fire Apparatus submitted the only bid that completely met the town's specifications. We expect to receive the new fire truck in the Spring of 2004. This will greatly improve our department's firefighting capabilities and improve safety for our volunteer firefighters.

In November the Selectboard approved bonding for the new fire truck and Highway Department building. The total amount bonded for the two capital projects was \$1.7 million for 15 years. The average interest rate of the bonds is 4.32 percent.

On March 17th a Special Town Meeting was held to consider two proposed by-laws that would regulate Earth Removal in town. Originally scheduled to be held at the Town Hall, this Town Meeting was moved to the elementary school in order to accommodate the large voter turnout. There had been contentious debate on this issue going back to the Fall of 2002 when the Planning Board held a public hearing on a proposed zoning by-law submitted by a group of landowners involved in the earth removal and construction industry. In January a group of concerned citizens presented a proposed general by-law that would create an Earth Removal Board in Westhampton, and this board would regulate earth removal in town through a permitting process. This proposed by-law was accompanied by a petition with the signatures of 127 voters requesting that this proposed general by-law be placed on the same Town Meeting warrant as the proposed zoning by-law. The Selectboard agreed and placed articles on the warrant for both proposed by-laws. The general by-law, which required a simple majority to pass, was rejected by a vote of 103-314-3. The zoning by-law, which required a 2/3 majority to pass, was approved by a vote of 294-82-0.

The town's ongoing court battle with Eirco Environmental, LLC came to an end in 2003. In 1998 the town signed a contract with Eirco that sold them the right to deposit construction and demolition debris in the Hathaway Road landfill, and also required them to complete site work that would shape the landfill for capping. The site work included relocating old deposits of solid waste from around the perimeter of the landfill property to the main pile. In their suit Eirco claimed the town misrepresented the amount of space left in the landfill and the amount of old trash to be relocated. The town had counter sued Eirco to receive payment on the remaining balance of the contract with them. After much consultation with town attorney Kopelman & Paige, the Selectboard reached an out of court settlement with Eirco in which the town paid Eirco \$45,000. This was done to avoid pay-

ing attorney's fees for a trial, and to avoid the risk of a substantially higher payment by the Town had an unfavorable ruling been handed down.

We would like to thank Dave and Jeanne Bridgman and Congressman John Olver for the new American flag which Westhampton now has to fly on the town common. Because of the tattered condition of the previous flag, Dave and Jeanne wrote to Congressman Olver, and he promptly replied by sending a new one to the town. The flagpole, which was given to the town by the Westhampton Men's Club in 1956, was relocated this past year also. The parcel of land where the flagpole formerly stood was transferred from the town to the Westhampton Congregational Church in 2001. Because of this land transfer, there was no flagpole on town-owned land in the town center. After some discussion about buying a new flagpole, it was decided to request permission from the church directors to relocate the old flagpole. Permission was granted, the Highway Department relocated the flagpole, and it now sits between the Town Hall and Library. Special thanks go to Bob Clapp for applying a new coat of paint to the flagpole.

The highlight of 2003 was the celebration of Westhampton's 225th anniversary, with the festivities taking place August 15th through 17th. The 225th Committee, which consisted of Stacey and Tom Jenkins, Sarah Mulvehill, Barbara Pelissier, Lydia Omasta, Helene Pajak, Mikki Nevins, Julie Holt, and Bill and Janice Tracy, had spent many months planning and organizing the various activities that took place. The weekend was highlighted by a graveyard walk which told tales of Westhampton's past, a parade through the town center, a reunion of Center School alumni, and the Westhampton Marketplace, which showcased Westhampton's farms, businesses, and craftspeople. The 225th Committee put on a magnificent weekend and we extend them much praise and thanks for the time they spent working to make this event a tremendous success. We also thank the various other

subcommittees and volunteers who contributed their time and talents to the celebration weekend.

We continued to work with MassHighway officials and our Engineer, Huntley Associates, P.C., to ready our South Road reconstruction project for approval and bidding. Huntley Associates' owner, Michael Schafer, came to Selectboard meetings on two occasions in 2003 in order to review plans and discuss strategy for achieving MassHighway funding for this long-delayed project. Mr. Schafer, who became owner of Huntley Associates in 2002, worked diligently on this project last year and the Selectboard is confident that his work will enable us to gain final approval from MassHighway for the road reconstruction plans. The engineering work began ten years ago and originally was slated to cost approximately \$1.4 million, which will be paid by the federal government's Transportation Improvement Program.

In October the completion of the Hampshire Regional building and renovation project was celebrated with an open house and ribbon-cutting ceremony attended by our local politicians and dignitaries. Thanks to the hard work of many individuals we now have a beautiful facility in which to educate our students for many years to come. Westhampton was represented on the School Building Committee by Phil Dowling and Margaret Parsons, and we thank them for their contributed time. We also want to thank the town inspectors, Board of Health, and Fire Department for the important roles they played in the building project.

The Senior Housing project continued to move forward in 2003. The Hilltown Community Development Corporation, led by staff member Don Bianchi, has provided assistance and guidance to the Senior Housing Committee. A purchase and sale agreement has been signed for an 8.73 acre parcel of land on Route 66, and architects have completed design work for 7 units of affordable senior housing. This project will require no funding from the

Town of Westhampton, rather it will be funded by federal and state loans and grants. One-third of the funding has already been committed. When completed, the senior housing will be owned by a subsidiary corporation of the HCDC. Because the parcel of land does not conform to the Town's zoning by-laws, the Zoning Board of Appeals will have to grant a comprehensive permit in order for the project to move forward. Massachusetts General Laws Chapter 40B grants local Zoning Boards of Appeal the authority for approving comprehensive permits, which allow developers to circumvent a town's local zoning by-laws if the town lacks enough affordable housing. The ZBA will be holding hearings in 2004 for this comprehensive permit process.

The Town Hall continues to be used for many activities including children's birthday parties, yoga, martial arts classes, and concerts. We would like to thank Town Hall custodian John Karakula for his excellent work cleaning and maintaining the building. Meeting space for town officials and space for records storage is still in short supply. Presently most town boards and committees share one office room, and many town records are kept in individual's homes. A long-term solution to the town office space needs still must be found.

We accepted the following resignations with regret in 2003:

- Karl Norris from the Finance Committee
- Robert Turner from the Zoning Board of Appeals
- Bill Hogan from the Cable TV Committee
- Jean Alward from the Council on Aging
- Louise Marchand from the Council on Aging
- Kenneth Smith from the Board of Health

We made the following appointments in 2003:

- Bret LaFrance to the Finance Committee
- Rosemarie Coombs to the Library Trustees
- Janet Laprade to the Conservation Commission
- Brad Morse to the Conservation Commission

Fred Morrison to the Conservation Commission
Richard W. Tracy to the Zoning Board of Appeals
John Kelsey to the Zoning Board of Appeals
Laurie Sanders to the Open Space Committee
Sarah Mulvehill to the Open Space Committee
Richard I. Tracy to the Open Space Committee
Christopher Norris to the Western Mass. Emergency
Planning Committee
Lori Devine to the HRHS School Committee
Gale Wright to the Council on Aging
Jean Webster to the Council on Aging
Tom Martin to the Board of Health
Elizabeth Marcil to the Franklin Regional Transit
Authority

We were also happy to appoint three new EMT's for Westhampton. Following completion of their training, the Selectboard appointed Mark Gould, Kristopher Gaida, and Scott Vachula.

The Selectboard would like to thank everyone who served in town government or volunteered their time for a town function in the past year. Successful town government requires the participation, cooperation, and dedication of many different individuals. Westhampton is a great place to live because of the community involvement of so many people. We invite the public to attend our meetings on alternate Mondays at 7:00 p.m. and encourage everyone to attend Annual Town Meeting on May 8.

Respectfully Submitted,

Charles P. Norris, Chairman
James A. Huston, Clerk
Lydia C. Omasta

REPORT OF THE HAMPSHIRE COUNCIL OF GOVERNMENTS

The Hampshire Council of Governments (HCOG) is an organization that helps local governments save money and solve problems through regional cooperation. The primary focus of the Council is to serve its member towns of which there are thirteen. Some services are also available to other towns on a fee-for-service basis. Voters in member towns elect representatives to the HCOG at their municipal elections.

Councilors set priorities, adopt a budget, oversee existing programs, and identify problems shared by their towns that may be amenable to a regional solution. They serve as trustees for Hampshire Care and for the Hampshire Cooperative Group Insurance Trust. They provide a quasi-judicial function in tax abatement hearings and road hearings.

2003 was a very exciting year for the Council. After much negotiation and navigating a lengthy application process, the HCOG was issued a Massachusetts license to be a **Competitive Supplier of Electricity**. This enables the Council to access the wholesale electricity market to provide low cost electricity to area towns. We will enter this market when wholesale prices on the electricity commodity allow for savings to our member towns with enough margin to operate the program.

During 2004, the Council will select a **developer for 40 to 50 housing units in Hampshire Park**. The selection criteria call for an integrated mix of affordable and market housing for families and seniors. Design should include energy efficiency, accessible adaptability, and exemplary esthetics. This proposal is the result of several years of brainstorming ideas for potential housing, educational and recreational needs, and property surveys in an effort to maximize the benefits of the Hampshire Care facility and

its surrounding 106 acres. Hampshire Park is also home to Camp Hodgkins. The Council provides the campgrounds at no cost to the Hampshire Educational Collaborative for the operation of a summer camp for disabled youth.

The centerpiece of Hampshire Park is **Hampshire Care, a Rehabilitation and Skilled Nursing facility**. This nursing home receives the highest quality of care ratings while operating in the black -- something of a miracle in today's health care environment. It is the philosophy of the facility that all efforts be directed to the well-being of the patients, as there are no stockholders or banks to satisfy; the owners are the people of the area.

The Hampshire Council of Governments operates a **Group Insurance Trust** that provides group health and life insurance as well as insurance consulting services for sixty-one public employers in Western Massachusetts. The Hampshire Councilors serve as trustees of the Trust. The Trust has earned a reputation for helping schools and towns control the ever-rising costs of health insurance while providing employees with quality health insurance coverage.

Hampshire Councils Tobacco Free Network, funded entirely with grant money, works to eliminate the health consequences associated with tobacco use in Hampshire County. This multi-pronged approach includes prevention by working with tobacco retailers and communities, continuing education about the hazards of tobacco and resources available, helping people quit smoking and working with local communities and local boards of health to help them prepare implementation of the statewide smoking ban. Money generated from the sale of tobacco and the Master Settlement Agreement once funded tobacco control work by our local schools, boards of health, and hospitals. Today, strapped for money, the state has used those funds for other programs, leaving the Council's program as the only one serving this county.

The Hampshire Council **Regional Services Department** develops regional approaches to problems shared by member municipalities. The department secures surplus federal equipment for municipal and state entities in the Commonwealth. In fiscal year 2002, member towns saved over \$134,000 through the program. Regional Services also oversees a building inspection and zoning enforcement program. The program also provides emergency inspection services for other towns for an hourly fee. **Westhampton** has made use of this service when our building inspector was out on sick leave.

The Hampshire's Council's **Cooperative Purchasing Department** coordinates and administers a formal bidding process for municipalities, schools and human services agencies as well as the Council's own departments. Buying in bulk generates added savings over lone bidding efforts while complying with state procurement statutes and eliminating duplication of administrative work. When towns experience problems with a product or service, the Council's trouble-shooting follow-up packs the clout of the entire purchasing volume. The department annually bids such municipal staples as: fuel oils, various highway goods and services, office and school furniture, school art and classroom supplies, milk and cafeteria food as well as office machinery.

Councilor's Administration and Finance Offices provide support for the following: Archives of historical county records, County Dispatch Tower, County Dog Damage Fund, County Fire Defense Association, Emergency Radio System, EMT/EMS Training and Equipment, Grants application and administration, Hampshire County Local Emergency Planning Committee, Hampshire County Selectmen's Association, Hazardous Materials Contingency Fund, Hilltown Resource Management Cooperative, SAFE Trailer (training kids to get out of a burning house) and

Springfield Materials Recycling Board.

Again, it has been my privilege to serve with such esteemed Council members as well as the entire staffs of the Hampshire Council Governments and Hampshire Care, in an effort to garner regional cooperation by providing needed services, supplies and programs at substantial savings. Despite the decreased membership in 2003, the HCOG managed to incorporate many new and valuable services and programs to member towns and 2004 promises to continue in the same vein. As always, we welcome and invite questions, suggestions, ideas and requests on current, proposed and future programs from local governments in an effort to maintain and continue to save money and solve problems through regional cooperation.

Respectfully submitted,

Karla Stefansson, Chair
Hampshire Council of
Governments



REPORT OF THE BOARD OF ASSESSORS

During the fiscal year 2003 the town completed the state mandated 3 year revaluation. Again this year, Larry Labarbera was hired to conduct the land and cost analysis, the valuation of all parcels and the informal reviews. In keeping with the continued increase in market values in this area, we saw the town value increase considerably. We appreciate the continued cooperation of the townspeople during this process.

In 2003 the Board of Assessors issued 80 abatements and exemptions: 21 Real Estate and Personal Property, and 59 Motor Vehicle; visited 92 properties undergoing new construction and/or remodeling; recorded 52 property transfers; and approved the placing of 4 additional parcels under the protection of Chapters 61, 61A, and 61B.

Westhampton's assessed value for FY2003 is \$179,101,204: Real Estate - \$147,140,131; Personal Property - \$3,893,328; and Exempt - \$28,067,745.

The tax rate was set in December of 2003 at \$15.91 per \$1000.00 of evaluation.

The Board of Assessors meets every Wednesday at 7:00 p.m. at the Assessor's Office at the Town Hall. Please feel free to come up or call us at that time.

Respectfully submitted,

Priscilla Miller

Paul Nevins

Dolores Thornhill

REPORT OF THE FINANCE COMMITTEE

As of January 1, 2003, the Finance Committee members and the end dates of their respective terms were:

Wallace Hlava	2004
Mark Thornhill	2004
Owen Bowman	2005
David Brown	2005
Bret LaFrance	2005
Cathy Shaw	2005
Priscilla Flynn	2006
Ellice Gonzalez	2006
Margaret Parsons	2006
Karla Stefansson	2006

At the town elections in June, all incumbents were re-elected for three year terms.

Reserve Fund transfers made in Fiscal 2003 were as follows:

Tax Collector Expense	\$ 500.00
Police Department	1,189.18
Vocational	2,000.00
Town Clerk Expense	500.00

Recommendations were made to Special Town Meetings to transfer moneys from available funds to cover deficits in various accounts in Fiscal 2003:

Counsel Fees	\$10,000
Medicare	2,000
Group Insurance	18,750

The Finance Committee had a very difficult time preparing a proposed budget for FY04. The fiscal problems being experienced by the Commonwealth of Massachusetts resulted in a

\$100,000 reduction in State aid to Westhampton. Unanticipated expenses in FY03 added to the problem, with a court judgment to the contractor who capped our landfill for \$45,000 and a Snow Removal Deficit of \$36,000 reducing the amount of money available for the FY04 budget.

When sending out budget request packets for FY2004, FinCom requested that all departments submit a budget 10% less than the previous year. We were very pleased with the cooperation we received. After much deliberation, we presented a budget to Town Meeting that was very close to being balanced with a \$22,000 shortfall. Discussions between the Finance Committee and the Selectboard resulted in placing one override request before the residents to cover the snow removal deficit of \$36,000. The Finance Committee recommended that Westhampton level fund the Hampshire Regional budget and cut the Westhampton Elementary School budget below their 2003 budget. Police and Library budgets were cut also significantly, and most town department budgets were cut 10%. Additionally, FinCom reluctantly recommended increasing the use of free cash and estimated local receipts.

Town Meeting proved unwilling to accept these funding levels for the schools, and override requests were added for both schools. At the election in June, all three overrides failed. Town Meeting was reconvened in June, but no further action was taken. The budget was \$67,000 in deficit, but it was decided to wait until free cash and new growth figures were known to balance the budget.

In the fall, things only got worse. It was discovered that an additional \$45,000 was needed for Vocational students. It appeared that Westhampton needed to increase HRHS funding by \$20,000 to meet the level set by the other towns, which would result in a 1% increase in their budget over the previous year. The projected budget deficit had mushroomed to over \$110,000. FinCom recommended balancing the deficit with a \$30,000 over-

ride request to cover part of the Vocational shortfall, and \$82,000 from the free cash certified as of July 1, 2003. This is the only time the Finance Committee has recommended using free cash to balance the current budget. It is generally used at Annual Town Meeting in May to support the subsequent year's appropriations.

In October, Town Meeting voted the Vocational money but did not endorse the override question. Town Meeting did approve voting an additional \$67,000 to Hampshire Regional, with \$46,000 contingent upon an override. The meeting also voted \$73,000 in free cash to balance the budget. In November that override vote failed setting Westhampton's contribution to HRHS at a level that would support a 1% increase in the school's budget over FY03.

Late in FY03, it became apparent that the Hampshire Regional FY03 budget was seriously overspent. Discussions on dealing with the deficit and establishing a viable budget for FY04 continued throughout the summer. The Department of Revenue (DOR) stepped in to help resolve the deficit. The DOR determined that interest earned on funds dedicated for the school renovation and additions could be used to offset the deficit in the schools operating budget. In December, after all district towns concluded their Town Meetings and override elections, the HRHS FY04 budget was finally set at a level 1% above FY03.

Fortunately, new growth was finally certified in December at a level that covered our remaining deficit so that the tax rate was set on time. However, the level of free cash that was used to balance this budget will have a significant impact on funds available for FY05.

Respectfully submitted,

David Brown, Chairman

REPORT OF THE TOWN CLERK

VITAL STATISTICS FOR 2003 as follows:

BIRTHS	21
DEATHS	1
November 20, 2003	Ralph Payson
MARRIAGES	3
July 12,2003	Eric L. Payne and Joan C. Dyer
September 6, 2003	Kaolin A. Kinsey and Sarah K. Bowman
September 24, 2003	David M. Cleveland and Debra A. Derouin

DOG LICENSES FOR 2003:

5 Males	@ \$8.00	\$	40.00
37 Neutered Males	@ 4.00		148.00
2 Females	@ 8.00		16.00
42 Spayed Females	@ 4.00		168.00
5 Kennels<4	@ 15.00		75.00
0 Kennels<10	@ 25.00		00.00
2 Kennels>10	@ 50.00		100.00
93 Total Fees Collected		\$	547.00

TOWN FEES from Dog Licenses	86 @ \$.75	\$64.50
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TOWN FEES from Kennel Licenses	7 @ \$.75	<u>5.25</u>
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TOTAL TOWN FEES	\$69.75
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HUNTING/FISHING/LICENSES/STAMPS

6	Stamps	\$	320.00
5	Fishing Licenses		112.50
1	Hunting/Sporting Licenses		40.00
2	Hunting/Sporting >70 yrs.		0
21	Fishing License > 70 yrs.		0
16	Total Licenses/stamps sold	\$	182.50
	Town Fees Collected	\$	3.00

TOWN CLERK FEES COLLECTED \$381.69

TOWN FEES COLLECTED \$408.00

REQUESTS FOR VARIANCE/SPECIAL PERMIT = 5

BUSINESS CERTIFICATES ISSUED = 9

PARKING TICKETS = 5

HOUSE NUMBERS ISSUED FOR 2002 = 20

POPULATION (2003 CENSUS) 1637

TOTAL REGISTERED VOTERS 1101

DEMOCRATS 186

REPUBLICANS 123

LIBERTARIANS 5

GREEN PARTY 2

OTHER POLITICAL DESIGNATIONS 8

UNENROLLED 777

At the Annual Town Election on June 7, 2003, there were three override questions on the ballot in addition to the positions on Town Boards. The first question was to override Proposition 2 ½ in the amount of \$36,000 to fund the snow removal deficit. Yes – 151 No – 269 Blanks – 3. The second question was in the amount of \$41,682 for the Elementary School. Yes – 156 No – 265 Blanks – 2. The third override was in the amount of \$78,891 for

the Hampshire Regional School District. Yes- 143 No – 278
Blanks – 1. All overrides in 2003 failed.

A reminder that census forms are mailed yearly to all residents of Westhampton. These are very important and it is every resident/tenant's responsibility to complete and return the form to the Town Clerk. Currently it is a State law that all persons be included in the resident list of their city or town, and the State imposes the penalty of removal from the voters list of anyone failing to complete and return the census.

Dog licenses are available in March for the current year. All dogs six months and older must be licensed by June 30, 2003. A current rabies certificate is required. Any dog not licensed after June 30, 2003 is subject to fines and penalties.

The TOWN CLERK holds office hours on most MONDAY evenings from 7:00 PM to 8:30 PM. Services provided include copies of birth, death and marriage certificates, issuing marriage licenses, hunting and fishing licenses, dog licenses, voter registration, special permit/variance applications and the issuance of house numbers for new construction. Notary service is also available. The current month's calendar indicating meeting dates and times for Town Boards is posted on the Town Clerk's door as well as the bulletin board outside of Town Hall.

Respectfully submitted,

Karla Stefansson, Clerk

I have audited the Town Clerk's records and find this report to be thorough and correct.

Charlotte R. Wood
Auditor

REPORT OF THE TAX COLLECTOR

AS OF JUNE 30, 2003

FY03 Real Estate			
Committed	2042337.16		
Collected	-1981079.82		
Abatements	-3381.84		
Exemptions	-7475.00		
Refunds	11818.17		
Small change overpayments	6.94		
Small change underpayments	-48.68		
Tax Titles	-140.91		
Due 6/30/2003			62036.02
FY02 Real Estate			
Balance as of 6/30/02	70415.06		
Collected	-55214.80		
Tax Title	-187.43		
Due 6/30/2003			15012.83
FY01 Real Estate			
Balance as of 6/30/02	22,696.68		
Collected	-8720.26		
	-183.01		
Due 6/30/2003			13793.41
FY00 Real Estate			
Balance as of 6/30/02	14264.35		
Collected	-9586.17		
Tax Title	-148.00		
Due 6/30/2003			4530.18
FY99 Real Estate			
Balance as of 6/30/02	5382.36		
Collected	-4436.81		
Due 6/30/2003			945.55

FY98 Real Estate		
Balance as of 6/30/02	13402.29	
Collected	-6134.78	
Due 6/30/2003		7267.51
FY97 Real Estate		
Balance as of 6/30/02	3709.16	
Collected	-3467.05	
Due 6/30/2003		242.11
FY96 Real Estate		0
FY95 Real Estate		
Balance as of 6/30/02	856.01	
Collected	-574.72	
Due 6/30/2003		276.88
Prior Years		
Balance as of 6/30/03		4186.83
FY03 Personal Property		
Committed	49543.49	
Collected	-48099.46	
Abated	-158.89	
Refunded	56.89	
Due 6/30/2003		1342.09
FY02 Personal Property		
Due 7/1/2002	2285.88	
Collected	-1902.43	
Due 6/30/2003		383.45
FY01 Personal Property		
Due 7/1/2002	2474.26	
Due 6/30/2003		2474.26

FY00 Personal Property		
Due 7/1/2002	1830.21	
Due 6/30/2003		1830.21
FY99 Personal Property		
Due 7/1/2002	482.47	
Due 6/30/2003		482.47
FY98 Personal Property		
Due 7/1/2002	463.27	
Due 6/30/2003		463.27
Prior Years		
Due 7/1/2002	1570.13	
Due 6/30/2003		1570.13
2003 Motor Vehicle Excise		
Committed	150708.09	
Collected	-139558.63	
Abated	-2698.72	
Refunds	1627.39	
Due 6/30/2003		10078.13
2002 Motor Vehicle Excise		
Due 7/1/2002	5799.21	
Committed	29374.87	
Collected	-32784.27	
Abated	-1361.89	
Refunds	872.49	
Due 6/30/2003		1900.41
2001 Motor Vehicle Excise		
Due 7/1/2002	2387.47	
Committed	852.40	
Collected	-1797.40	

Refunds	62.71	
Due 6/30/2003		1505.18
2000 Motor Vehicle Excise		
Due 7/1/2002	413.64	
Collected	-25.00	
Due 6/30/2003		388.64
1999 Motor Vehicle Excise		
Due 7/1/2002	181.68	
Collected	-18.75	
Due 6/30/2003		162.93
PRIOR YEARS		
Balance as of 6/30/02	4852.48	
Balance as of 6/30/03		4852.48
Farm Excise		312.80
Interest collected	\$ 13976.42	

Respectfully submitted,

Laura Blakesley, Tax Collector

I have reviewed the report of the Tax Collector, have checked the figures with the Assessors' commitment sheets and abatement approvals, have compared all receipts with the turn-over sheets to the Treasurer, and have met with Laura after completing my audit. To the best of my knowledge, this report is correct as submitted.

Charlotte R. Wood
Auditor

REPORT OF THE TREASURER

GENERAL FUND

Balance July 1, 2002	\$535758.70
Receipts	3972529.81
Disbursements	-3990707.72
Balance June 30, 2003	\$517580.79

Bank Western Massachusetts Checking	1098.96
Bank Western Massachusetts Money Market	121547.18
Easthampton Savings Bank Collector	36345.44
Easthampton Savings Sweep	42587.08
Easthampton Savings Deputy Collector	22385.73
Fleet Capital	34862.09
Fleet Money Market	68381.63
MMDT General	59263.28
MMDT Cultural Council	2792.32
MMDT Library	18113.51
MMDT Septic Grant	6987.87
Bank Western Massachusetts Septic	15771.42
Unibank	87444.28
Balance June 30, 2003	\$517580.79

TRUST FUNDS -MMDT

Charity	\$3415.56
Cemetery	3737.44
Veterans	1550.65
Stabilization Fund	
Balance July 1, 2002	49122.84
Receipts	705.55
Transfer to General Fund	-22000.00
Balance June 30, 2003	27828.39
Total Trust	\$36532.04

\$554112.83

TOTAL ALL FUNDS

Interest earned - \$17865.36

Respectfully submitted

Margaret A. Parsons, Treasurer

REPORT OF THE TOWN ACCOUNTING OFFICER

JULY 1, 2002- JUNE 30, 2003

Cash on Hand July 1,2002

General	535758.70
Stabilization	49122.84
Trust Funds	8681.69

593563.23

RECEIPTS

TAXES

Property	2119022.79
Forest Products Tax	3800.17
Farm Animal Excise	1696.44
In Lieu of Taxes	9183.96
Tax Titles	441.82
Motor Vehicle Excise	174184.05

2308329.23

COMMONWEALTH OF MASSACHUSETTS

Local Aid/Lottery	126635.00
Highway Fund	0
Elections	252.00
Chapter 70 Schools	348019.00
Chapter 71 Transportation	7859.00
Charter School	3.00
SBAB Reimbursement	277312.00
Loss of Taxes	1977.00
Veterans Benefits	4603.00

766660.00

GRANTS AND GIFTS

Brush Mower Gift	18471.40
Dog Refund	557.71

COA – Federal	2483.00	
COA – State	2600.00	
Cultural Council	2000.00	
225 th Celebration	9190.00	
DHCD Senior Housing	18050.00	
Fire Public Safety	15000.00	
Library Aid	4180.48	
MARCS Library Grant	302.98	
Library Grant	18000.00	
Tree Gift	10.00	
		90845.57

GENERAL GOVERNMENT

Licenses	572.00	
Plumbing Fees	1330.00	
Electrical Fees	1170.00	
Sanitation Fees	700.00	
Building Permits	13213.86	
Assessors	106.60	
Planning Board	400.00	
Board of Appeals	286.00	
Conservation Commission	543.75	
Mark & Clear	206.45	
Town Clerk Fees	412.78	
Medicaid Reimbursement	7090.00	
Insurance Reimbursement	462.08	
Miscellaneous	3886.53	
		30380.05

POLICE DEPARTMENT

Motor Vehicle Fines	15377.50	
Parking Tickets	155.00	
Permits	881.25	
Reports	30.00	
Revolving Fund	54421.79	
Revolving Fd Admin Fee	68.40	70933.94

FIRE DEPARTMENT		
Permits	1125.00	1125.00
BOARD OF HEALTH		
Septic Design	1225.00	
Licenses & Permits	675.00	
Perc Tests	3024.50	
Title V	575.00	
Field Services	50.00	
Landfill Fees	41088.90	
		46638.40
REVOLVING FUNDS		
Dog Licenses	436.50	
Fish & Wildlife Fees	221.50	
Septic Repayment	17252.01	
Tax Collector Fees	6040.00	
Deputy Collector Fees	1323.00	
		25273.01
SCHOOLS		
Preschool Revolving	59396.75	
Kindergarten Enhancement	13415.00	
School Grants	15428.20	
Summer Program	1300.00	
School Building Use	1500.00	
School Lunch State	552.24	
School Lunch Federal	6504.72	
School Lunch Sales	13117.50	
		111214.41
HIGHWAY		
Transportation Bond Issue	90874.58	
Snow Emergency	8509.49	
		99384.07

INTEREST		
On General Fund	16701.99	
On Taxes	15043.48	
On Charity Funds	48.73	
On Cemetery Funds	53.34	
On Library Grant	113.51	
On Veterans Trust	21.96	
On Stabilization	705.55	
On Septic Grant	166.43	
On Cultural Council	53.85	
		32908.84
AGENCY		
Meals Tax	41.95	
Gun Permits	831.25	
Payroll Deductions	366636.60	
		367509.80
Refunds	55.00	55.00
TOTAL RECEIPTS		3951257.32

PAYMENTS

NON-APPROPRIATION EXPENDITURES

TAX REFUNDS		
Property Tax	11912.51	
Motor Vehicle Excise	2562.59	
		14475.10
AGENCY		
Payroll Deductions	367080.62	
Meals Tax	37.87	
		367118.49

SCHOOL REVOLVING FUNDS & GRANTS

Choice	9112.00
HRHS Reimbursements	5203.20
REAPS Grant	6896.45
Kindergarten Grant	16322.66
Preschool	48027.47
School Lunch	20621.34
Summer Program	1300.00

107483.12

SPECIAL REVOLVING FUNDS & GRANTS

Brush Mower	16052.11
Cultural Council	2740.00
Council on Aging State	2600.66
Council on Aging Federal	2015.05
ConCom Funds	385.09
DHCD Senior Housing	18050.00
Fire Grants	15457.47
Highway Funds	83454.67
MARCS Library Grant	666.80
Cemetery Gift	2431.56
225 Th Celebration	3090.72
Police Revolving	54675.28
Gun Permits to State	850.00
Septic Grant	2748.08
Tax Collector Fees	6985.00
Deputy Collector Fees	1103.00
Fish & Wildlife Fees	231.50
Dog Licenses	436.50

213973.49

COURT JUDGMENT	45000.00
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45000.00

ASSESSMENTS		
Air Pollution Control	356.00	
RMV Non-renewal Surch.	180.00	
Pioneer Valley Planning	220.20	
FTRA	980.00	
		1736.20

TOTAL Non-Appropriation		749786.40
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APPROPRIATION EXPENDITURES		3240921.32
See Appropriation Report for Detail		

TOTAL EXPENDITURES		3990707.72
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Cash on Hand June 30,2003		
General	517580.79	
Stabilization	27828.39	
Trust Funds	8703.65	
		554112.83

APPROPRIATION REPORT FISCAL 2003

ACCOUNT	BALANCE 7/1/02	APPROPRIATION	TRANSFERS (IN OR OUT)	EXPENDITURES	BALANCE CLOSED	BALANCE TO F2004
COUNSEL FEES	0.00	10000.00	10000.00	17461.68	2538.32	
MODERATOR	0.00	150.00		150.00	0.00	
SELECTMEN SALARY	0.00	3200.00		3200.00	0.00	
SELECTMEN EXPENSE	0.00	4100.00				
Travel/Dues				837.00		
Town Report				924.00		
Town Hall sub				330.00		
Supplies/advertising				<u>1742.52</u>		
				3833.52	266.48	
ADMINISTRATIVE ASST.	0.00	7957.00		7957.00	0.00	
AUDITOR SALARY	0.00	150.00		150.00	0.00	
ACCOUNTING OFF SALARY	0.00	8700.00		8700.00	0.00	
ACCOUNTING EXPENSE	0.00	1300.00				
Computer Contract				590.00		
Supplies/computer				134.93		
Dues/Travel				<u>260.00</u>		
				984.93	315.07	
ASSESSORS SALARY	0.00	6200.00		6200.00	0.00	

ASSESSORS EXPENSE					
Dues/Travel			6100.00		60.00
Revaluation					3380.00
Registry of Deeds					186.00
Data entry					300.00
Supplies					<u>184.47</u>
					4110.47
					0.53
					3589.00
ASSESSORS SECRETARY					
			1225.00		1225.00
					0.00
TREASURER SALARY					
			8700.00		8700.00
					0.00
TREASURER EXPENSE					
Computer Contract			3200.00		.
Bank Charges					600.00
Dues/travel					428.12
Postage					207.00
Supplies/equipment					841.55
					<u>888.93</u>
					2965.60
					234.40
TAX COLLECTOR SALARY					
			6494.00		6494.00
					0.00
TAX COLLECTOR EXPENSE					
Consortium				500.00	0.00
Postage/envelopes					1460.55
Supplies					1244.25
Tax Bills					700.00
Dues/Travel					<u>85.00</u>
					3489.80
					10.20

TOWN CLERK SALARY	0.00	5800.00	5800.00	0.00
TOWN CLERK EXPENSE			752.00	
Election Officers				1842.79
Police for election				480.00
Census				0.00
Supplies/Printing				1035.93
Dues/Travel				<u>55.00</u>
				3413.72
				73.28
CLERK BOARD REGISTRAR	0.00	50.00		0.00
CONSERVATION COMMISSION	0.00	265.00		
Dues/travel				233.70
Supplies				<u>31.30</u>
				265.00
				0.00
PLANNING BOARD EXPENSE	0.00	200.00		100.60
HIGHWAY ADMINISTRATION	0.00	3500.00		
Uniforms				1456.84
Telephone				541.33
License Renewals				60.00
Supplies				770.79
Dues & Travel				<u>116.21</u>
				2945.17
				554.83
HIGHWAY SALARIES	0.00	138500.00		627.94
				137872.06

HOLIDAY PAY	0.00	4713.00	4712.64	0.36	
VACATION PAY	0.00	5250.00	5249.60	0.40	0.00
BRIDGES & RAILINGS	0.00	500.00	435.00	65.00	
HIGHWAY MATERIALS	0.00	48000.00			
Clean Catch Basins			13260.00		
Road Maintenance			<u>33903.94</u>		
			47163.94	836.06	
ROAD MACHINERY		22500.00			
Repairs			2752.88		
Parts/Supplies			16198.47		
Brush Mower			<u>1462.20</u>		
			20413.55	1322.32	764.13
ROAD MACHINERY FUEL	0.00	12000.00	11573.28	426.72	
SNOW REMOVAL	0.00	42000.00			
Overtime				8509.49	
Winter Sand			17044.66		
Salt			30649.12		
Supplies/Repairs			32808.79		
			<u>6843.75</u>		
			87346.32	0.00	-36836.83

ROAD MACHINERY BUILDINGS	0.00	7000.00			
Electricity				1527.54	
Heat				3304.56	
Supplies/Maintenance				<u>1219.58</u>	
				6051.68	948.32
HAMPSHIRE REGIONAL H.S.					
School Project Debt	0.00	807979.00		729723.00	
				<u>78256.00</u>	
				807979.00	0.00
VOCATIONAL					
Tuition	0.00	166209.00	-800.00	141920.64	
Transportation				<u>23400.00</u>	
				165320.64	88.36
ELEMENTARY SCHOOL					
See Elementary Report	10632.48	926324.00		896431.28	19833.19 20692.01
SCHOOL COMMITTEE SALARY	0.00	480.00		480.00	0.00
LIBRARY	0.00	50720.00			
State Aid			2562.10		
Salary				40156.71	
Dues/travel				411.59	
Utilities, Lawns and Repairs				1923.23	
Books and Supplies				<u>10781.71</u>	
				53273.24	8.86
LIBRARY GRANT MATCH		20000.00		0.00	20000.00

VETERANS Flags	0.00	100.00	100.00	0.00
VETERANS AGENT SALARY	0.00	700.00	700.00	0.00
MEMORIAL DAY	0.00	100.00	25.00	75.00
CULTURAL COUNCIL		500.00	420.00	80.00
225TH CELEBRATION		2000.00	2000.00	0.00
CEMETERY SALARY	0.00	4326.00	4326.00	0.00
POLICE DEPARTMENT		38000.00	1189.18	
Salary			31108.50	
Mileage			707.05	
Equipment			2005.60	
WMLEC			250.00	
Dues			700.00	
Office			675.59	
Maintenance			1977.47	
Telephone/pagers			1364.97	
Antennae			<u>400.00</u>	
			39189.18	0.00
FIRE CHIEF		3000.00	3000.00	0.00

FIRE DEPARTMENT	11950.00		
Training		500.00	
Communications		1827.85	
Vehicle Repair/Maintenance		5874.08	
Equipment Repair/Maintenance		1634.53	
Telephone & Postage		556.40	
Subscriptions		35.00	
Fire Chief Expenses/misc		<u>1490.41</u>	
		11918.27	31.73
EMERGENCY MEDICAL SERVICES	300.00	300.00	0.00
CONSTABLE	1.00	0.00	1.00
INSPECTOR SALARY	13000.00		
Building Inspector		5331.34	
Plumbing Inspector		2175.00	
Sanitation Inspector		520.00	
Wiring Inspector		<u>1560.00</u>	
		9586.34	3038.66
TREE WARDEN EXPENSE	1500.00	1366.69	133.31
CIVIL DEFENSE	1.00	0.00	1.00
DOG OFFICER	500.00	110.50	389.50
ANIMAL INSPECTOR	500.00	500.00	0.00
HILLTOWN RESOURCE MGT.	5141.00	5140.94	0.06

INTEREST LONG TERM DEBT	57000.00	56633.99	366.01
INTEREST SHORT TERM DEBT	1.00	0.00	1.00
UNCLASSIFIED			
INSURANCE & BONDS	36000.00	0.00	185.00
TOWN OFFICES	8500.00		
Custodian		1616.47	
Electricity		1588.94	
Telephone		749.31	
Copier		377.45	
Lawns		709.78	
Fuel		2002.62	
Repairs/Improvements		522.40	
Supplies		<u>744.78</u>	
		8311.75	188.25
TOWN HALL REPAIRS	60000.00	48759.33	11240.67
FEASIBILITY STUDY	9500.00	-4000.00	0.00
COUNCIL ON AGING	1000.00	1000.00	0.00
HISTORICAL	200.00	134.30	65.70
COUNTY RETIREMENT	54730.00	54730.00	0.00
COUNCIL OF GOVERNMENTS	9769.00	9012.00	757.00

UNEMPLOYMENT	9800.00	-9800.00		0.00
GROUP INSURANCE	111000.00	18570.00	129546.40	23.60
MEDICARE	10000.00	2000.00	11568.14	431.86
LAND DAMAGE	1.00		0.00	1.00
RESERVE FUND	5000.00			
To Tax Collector Expense		-500.00		
To Police Department		-1189.18		
To Vocational		-2000.00		
To Town Clerks Expense		-500.00		
			810.82	
	86751.90	3187643.00	3240921.32	37213.27
		25293.59		21553.90

BALANCE SHEET JUNE 30, 2003

ASSETS			LIABILITIES	
CASH		517580.79	AGENCY	2968.06
TAXES			GIFTS	
Personal Property	2003	1342.09	Cemetery Gift	1059.65
	2002	383.45	Cultural Gift	135.00
	2001	2474.26	Town Hall Gift	95.79
	2000	1830.21	Town Water Gift	604.70
	1999	399.55	Library Gift	2594.75
	1998	463.27	Tree Gift	50.00
	1996	555.54	Brush Mower	2589.86
	1995	324.36	225 th celebration	6099.28
	1994	113.80		
	1993	100.80	TRUST INCOME	1307.63
	1992	232.96		
	1991	143.52	GRANTS	
	1990	99.15	Cultural Council	2792.32
Real Estate	2003	62036.02	Library Grant	20113.41
	2002	15012.83	St. Aid to Libraries	2180.48
	2001	13793.41	Library MARCS	215.03
	2000	4530.18	Fire Safe/DEM	972.75
	1999	945.55	Council on Aging	548.75
	1998	7267.51	School Grants	3103.55
	1997	242.11	Chapter 246A	96947.88
	1995	276.88	Septic Loan Repaymt	18136.84
	1994	4100.38	Septic Grant Interest	4622.45
	1993	60.20		
	1992	30.66	REVOLVING FUNDS	
Motor Vehicle Excise			Deputy Collector Fees	383.00
			Preschool	28120.25
	2003	10078.13	Kindergarten Enhance	1153.72
	2002	1900.41	School Lunch	2166.63
	2001	1505.18	School Building Use	6000.00
	2000	388.64		
	1999	162.93	RECEIPTS RESERVED	
	1998	908.47	ConCom Fund	5896.21
	1997	156.06	Conservation Grant	292.18
	1996	725.10	Refunded Dog Tax	558.95
	1995	122.50	Sale of TownProperty	106000.00
	1994	867.72	Insurance Proceeds	462.08
	1993	498.33		
	1992	242.92		
	1991	231.25	REVENUE RESERVED	
	1990	530.94	Tax Title Revenue	1688.87
	1989	208.77	MVE Revenue	18887.77
	1988	346.67	Farm Excise Revenue	312.80
	1987	13.75	Deptl Revenue	668.85

SPECIAL ASSESSMTS		OVERLAY RESERVES	
Farm Animal Excise	312.80	2003	12260.53
Forest Products Tax	52.80	2002	12746.22
In lieu of Taxes	616.05	2001	12751.21
		2000	6539.25
		1999	1345.10
TAX TITLES	1688.87	1998	2167.83
		1997	242.11
ACCT RECEIVABLE		1996	.19
State Aid to Highways	96946.88	1995	601.24
		1994	2813.34
REVOLVING FUNDS		1993	161.00
Police Revolving	4354.01	1991	143.52
		1990	99.15
UNDER-ESTIMATES		SURPLUS REVENUE	389044.48
Court Judgment	45000		
		APPROPRIATIONS	
		Assessors Expense	3589.00
APPROPRIATIONS		Road Machinery	764.13
Snow Removal Deficit	36836.83	Elementary School	20692.01
		Library Grant Match	20000.00
		Inspector Salary	375.00
		Landfill Capping	1729.92
		Town Hall Repairs	11240.67
Total Assets	839035.49	Total Liabilities	839035.49

BALANCE SHEET - TRUST, INVESTMENT AND DEBT

TRUST CASH	36532.04	Street & Wright Fd.	2400.54
		Thayer Fund	1015.01
		Cemetery Funds	3737.45
		Stabilization	27828.39
		Veterans	1550.65
Total Assets	36532.04	57804.53	36532.04
LONG TERM DEBT	1055000	New School	725000
		Town Hall Repair	60000
		Landfill Capping	270000
Total Long Term Debt	1055000		1055000

**REPORT OF THE HIGHWAY
SUPERINTENDENT**

The winter of 2002 and 2003 turned out to be a real winter, lots of snow. The Presidents’ Day storm in February was one of many large snowstorms (20 inches.) The Federal government offered snow removal assistance for the Presidents’ Day storm through F.E.M.A. I applied and the town received \$8,509.49. This was a big help as the snow removal deficit reached \$45,346.32. When winter ended, it was all too sudden. A week of unseasonably warm temperatures (two back to back days in the seventies), with overnight lows above freezing, made for the worst mud season I have seen since being on the department. Sections of Laurel Hill and Edwards Roads were impassable to all but four-wheel drive vehicles. Over \$3000 worth of crushed stone was needed to make these areas accessible to residents and emergency vehicles.

Spring clean up went as usual, with all hard surfaced roads and parking lots swept. Lawns were patched where needed from snowplow damage.

Much of the summer was spent cleaning ditches and road edges in preparation for stone sealing or overlaying the following roads:

Northwest Road	1.5 miles	Shim and stone seal
Reservoir Road	1.2 miles	Shim and overlay
Kings Highway	1850 ft.	Shim and overlay

Short, intermittent sections of North and South Roads were shimmed to fill in the worst “wheel ruts.”

The stormy weather pattern from winter continued right through summer and into the fall with frequent heavy rainstorms. This in turn made it necessary to spend more time regrading our 17 miles

of gravel roads and unclogging storm drains, especially during the fall as the leaves came off the trees. Two catch basins on Stage Road were repaired and one new catch basin and cross pipe was installed on Laurel Hill Road. One new cross pipe was installed on upper Tob Road.

The Highway Department was asked by the 225 Committee to put on a chicken barbecue for the Town's 225th Birthday Celebration. With the much needed guidance from our wives and after many hours of planning and preparation, on August 16th we served 532 people a hearty meal. Many thanks go to the 14 other family members and friends who helped prepare and serve the food on a very hot and humid day. Even a severe thunderstorm shortly before serving time did not affect our team effort.

In October we started work on our new highway garage building site at the transfer station. Trees and brush were cut and the stumps were removed. Then we started moving fill around the site to bring the building footprint up to grade. Around Christmas time, work was stopped as the ground became too frozen to work. At that time, we had moved and compacted over 13,000 cubic yards of material, enough so the engineers could do their test borings and design the building foundation. Work will resume there in the spring.

June 2004 will mark the start of our 4th year with our shared brush mower.

Again, I want to thank Peter, Jerry and Mike for their hard work and willingness to always make themselves available after normal working hours.

Respectfully submitted,

David Blakesley, Highway Superintendent

REPORT OF THE HIGHWAY BUILDING COMMITTEE

As a result of Town Meeting authorization for a new Highway Garage Building and Salt/Sand Storage Shed, the Select Board appointed a Building Committee. The members of the committee are Arthur Pichette, Michael Diggins, James Meehan, Richard W. Tracy, Thomas Hathaway, David Brown and David Blakesley. At the first committee meeting Arthur Pichette was elected Chairman and Michael Diggins was elected Secretary.

First order of business for the committee was to advertise for architects and engineers to design the project. We utilized the services of the Pioneer Valley Planning Commission which also served as clearing house for the proposals. The committee interviewed architects and selected Gannett Fleming of Braintree, MA. Robert W. Hall Consulting Engineers, Inc. of Agawam, Ma. are serving as engineers. The committee has worked closely with Gannett Fleming to design the project and the Highway Department has taken on the responsibility for much of the site preparation.

Bid documents are now in the final stages of preparation and we are currently advertising in the Central Register. Bid openings are planned for May and we anticipate a construction start for the Highway Garage in the fall of 2004. Design and construction of the Salt/Sand Storage Building is still in the planning stage.

Respectfully Submitted

Arthur Pichette
Chairman

REPORT OF THE POLICE DEPARTMENT

During the past year of 2003 the Westhampton Police Department has continued to provide the residents of Westhampton with the most professional and expedient service possible. Currently the Westhampton Police Department has a total of five officers. Our most recent officer to be appointed to the Department is Scott Johndrow of Hathaway Road. Scott is a December 2003 graduate of the Agawam Police Academy. Officer Fred Thouin retired from the Department in 2003, but will stay on with the Department as a Special Officer. He will be available to work special town functions and details. Fred Thouin will be missed within the Department, as he was a valuable member of the Police Department. I will be looking into the possibility of another additional Police Officer for the Department during 2004.

All officers are paged out for emergency and other police calls through our dispatch center located at the State Police Barracks in Northampton. When a Westhampton resident calls 911, a dispatcher takes the call, and if needed, a Westhampton officer will be paged out. If Westhampton officers are not available, State Police will respond to the call. The Westhampton Police Department non-emergency number, 527-6154, is for non-emergency calls only. Messages can be left for officers or the Chief. All calls will be returned as soon as possible.

During the year of 2004 I will be restructuring the Department to better serve the residents of Westhampton. The Westhampton Police Department is going through growing pains in dealing with the increased demands being placed on the Department. Our second cruiser, the older 1991 Ford, is now out of service as it became much too difficult and expensive to maintain. I will be asking the Town of Westhampton to replace our 1999 cruiser within the next two years. The 1999 cruiser would then be used as

a second cruiser. Currently I will be looking for a used cruiser in very good condition to be used as a second cruiser. A second cruiser would be used primarily for emergency call outs as well as patrolling. Our marked cruiser has proven to be very effective in keeping the Town of Westhampton a safe community to live in. Our crime rate is very low in comparison to other surrounding towns with approximately the same population.

Anyone with questions or concerns about the Westhampton Police Department please call and I will return your call or meet with you at your convenience. Gun permit applications, unless otherwise posted, will be taken on the second Wednesday of the month from 6:00 PM to 7:00 PM at the Town Hall. I will meet with any resident that cannot make the regular application time. Residents can call the non-emergency number, 527-6154, to schedule a more convenient time.

I would like to thank the Officers of the Westhampton Police Department for their dedicated service to the Department and the residents of Westhampton.

There were 230 911 Officer Call Outs and approximately 960 calls to the non-emergency number during 2003.

Monies Turned into the Treasurer:

Gun Permits	\$	881.25
Court Fines		15377.50
Insurance Reports		30.00

Respectfully submitted,

Lawrence R. Lovett
Chief of Police

REPORT OF THE FIRE DEPARTMENT

Fire department members were pleased to appoint two firefighters in 2003. Dave Antosz joined and Donald Fox rejoined after completing his military service. Please keep in mind that the department is always looking for new volunteers.

Engine #2, our 1987 E-1 pumper, was sent in for motor repairs and outfitted with new tires. Voters approved the purchase of a new pumper. A truck committee drew up the pumper specifications that were sent out for bid. After reviewing the return bids, a pumper was ordered in October from Greenwood Sales; it should be delivered in May of 2004. After each fire department member has trained on the new pumper, it will be placed in service.

A second committee was formed to study and make recommendations for the use of the highway department building on Stage Road. This committee is in the process of drafting a blueprint that will best utilize the whole building. Both the police department and the fire department will be housed there.

The department sought many grants in '03' and was awarded a restrictive \$15,000 grant from the Commonwealth of Massachusetts. The grant money was used to put in a computer system at the fire department. The new software facilitates the department's ability to generate the required State and Federal reports and transmit them back via E-mail. The department will continue to apply for Federal Grants and state grants at every opportunity.

The department has two in-house training classes each month. This year we purchased a new Firefighter #1 and #2 video program to assist with winter classes. We are grateful to

Florence Savings Bank for donating a slide projector that we use to review the new training material.

Our component of Hampshire Regional School's building has been an ongoing project for us for two years. The department has been responsible for inspection of all Fire Systems. We have spent hundreds of hours on smoke and heat detectors, fire pump testing, and inspections of the propane and sprinkler systems. We attended meetings with school administration, D.A. Sullivan and the Building Committee to verify that all construction met state and town regulations. Final approval from the Fire Chief is still pending. We hope to see a close to this last phase very soon. With the new building changes in mind, the department purchased special equipment to be carried into the regional school in case of an incident. Members continue to train at the school to familiarize themselves with this equipment and the location of all rooms.

The Fire and EMT's were successful in getting three new Defibrillators. One of our older units was taken out of service due to age so these new units helped provide first-rate coverage for the whole town.

The fire safety training at the Elementary School continues to be very successful. We thank the school administration and staff for their assistance. The members were able to complete the house numbering project with Eagle Scout Seth Clark. Please keep the numbers up and call the department if your number needs to be replaced.

Respectfully submitted,

John F. Shaw Jr.
Fire Chief

Report of the Fire Department continued

Department members continued to set aside a great number of hours that were required for fire/safety and first responder training. Many hours were also spent on house inspections, the issuance of various permits, chimney cleaning, and maintenance of the fire station and equipment. I hope you all take a moment to thank the members for their volunteer work for Westhampton. We continue to be fortunate to have such a dedicated membership.

The Department thanks those who gave donations to the Association in memory of loved ones, or along with a note of thanks for our efforts. We truly appreciate the support the community gives to the Fire Department.

The Department had a combined Fire and EMS response last year of 140 calls.

REPORT OF THE ANIMAL INSPECTOR

The annual Farm Animal Census was conducted in December with the following results:

Dairy Cattle	283
Beef Cattle	30
Oxen	1
Horses	120
Ponies	1
Donkeys	9
Mules	2
Poultry	167
Goats	4
Sheep	32
Water Fowl	50
Swine	3
Rabbits	8
Llamas	1

All the animals were healthy and well cared for.

In 2003, there were one ten-day quarantine, two 45-day quarantines and one six-month quarantine issued. Also, several hours were spent investigating a dog bite that occurred in Westhampton, but the dog eventually was found to reside in Northampton.

All pet owners are reminded that dogs and cats are required to have rabies shots. I encourage everyone to check their records and make sure their pets' shots are up to date.

Respectfully submitted,

Richard I. Tracy
Animal Health Inspector

REPORT OF THE BOARD OF HEALTH

The Board continues to hold hours at Town Hall from 7 PM to 9 PM on the second and fourth Thursdays of each month.

Current members of the Board are:

Martin Flynn	(exp. 2004)
William Magrone	(exp. 2006)
Thomas Martin	(exp. 2004)

Board members expended:

Approximately 76 hours conducting inspections and investigating complaints.

67 hours witnessing 19 percolation tests and 11 Title V system inspections.

The Board issued:

19 Disposal Works Permits to installers and haulers.

28 Permits for system repairs, upgrades and new construction.

10 General Licenses to food service establishments and camps.

On April 5, 2003, the Board sponsored a rabies clinic at the firehouse that vaccinated over 60 animals.

The transfer station collected a total of 497.44 tons of waste material in CY 2003.

The following is a breakdown of the disposition of this waste:

Compacted refuse	223 tons
Const. & demolition	105 tons
Gen. recyclables	136 tons

Tires	.84 tons
Metals	28.2 tons
Electronics	2.7 tons
Old paint	.5 tons
Propane tanks	1.2 tons
Waste oil (approx.)	250 gallons

Operating Costs for FY 2003

Voted budget	\$55,184.00
Expenditures	\$57,558.46
Fees collected	\$41,088.90
Net operating cost	\$16,469.56

Respectfully submitted

Martin Flynn
William Magrone
Thomas Martin

REPORT OF THE HILLTOWN RESOURCE MANAGEMENT COOPERATIVE

Since 1989, the HRMC, a unique regional organization made up of 11 Towns, has through its one employee, its Administrator, helped your Town manage its solid waste and recycling programs. On an annual basis the HRMC assists your Town in the following ways:

- € Assists with and monitor all current recycling and diversion efforts which save the Town money on disposal costs each year.
- € Monitors the Salvation Army, tire, electronics, paint and HHW, battery and propane tank recycling and collection programs.
- € Performs general recycling outreach and public education efforts.
- € Monitors Springfield MRF recycling program.
- € Monitors all regular transfer station activities through regular site visits.
- € Develops new recycling programs and obtains new transfer station equipment through DEP grant programs, when available.
- € Obtains cash grants on behalf of the Town and the HRMC, whenever possible.
- € Assists town with DEP regulatory issues related to your transfer station. This includes keeping town current and in compliance on all DEP recycling programs and regularly submitting data and information to DEP on behalf of the Town.
- € Assists Town in bidding of waste hauling and recycling contracts.
- € Assists Town with any landfill closure and monitoring issues when they arise.
- € The HRMC Administrator participates on the following local and Statewide boards on behalf of your Town
 - The statewide Solid Waste Task Force,
 - The Springfield Materials Recycling Facility Advisory Board

(Current Chairman) - Northampton Solid Waste Advisory Committee.

€ Works closely with State legislators on waste management and recycling issues.

Eric Weiss,
Administrator, HRMC - 12/15/03

REPORT OF THE PLANNING BOARD

The Planning Board reviewed and approved approximately 5 building lots and 8 building permit applications this past year.

The Board granted one Special Permit this year for a small lot to sell no more than 3 cars.

The most noteworthy issue dealt with by the Board was earth removal operations. Earth removal operators sponsored a new zoning by-law which went through the public hearing process and was worked on by an informal group of concerned residents representing diverse opinions. There was some compromise, but a total consensus could not be achieved. The Planning Board recommended to the Select Board with some minor changes the operators' proposed by-law containing the agreed upon changes and agreed upon additions made by the informal group. At the special town meeting, held on March 17, 2003, the earth removal by-law was passed by a 2/3 majority vote.

Planning Board

Mark T. Schwallie, Chair

REPORT OF THE ZONING BOARD OF APPEALS

Our year started with Board members Barry Brandow, Wayne Parks, Lori Devine, Michael Burstein, Karen Bricker, Leo Aloisi, and Christopher Norris. Barry and Karen retired at annual meeting time, and Richard W. Tracy was appointed. Time constraints prevented Wayne Parks continuing as chairperson and Leo Aloisi was elected as chair.

Several informational seminars were held in the hilltown area which were attended by Barry Brandow and Richard Tracy.

At our April, May and June meetings, we met with Don Bianchi of the Hilltown C.D.C. and representatives of the Westhampton Senior Housing Committee. They are solidifying their plans for a Senior Housing Development and keeping us apprised of the progress. At year's end, they have secured partial funding and have "buy/sell" agreements on land in the area of Main Road. Hearings on the project are expected in early 2004.

On December 15th, a hearing was held seeking a variance for relief of frontage requirements between #284 and #310 Northwest Road. This variance request was denied.

Application has been received for installation of swimming pools on a pre-existing non-conforming parcel at 139 South Road. A hearing on this request will be held in January.

Respectfully submitted,

Richard W. Tracy, Clerk

REPORT OF THE CONSERVATION COMMITTEE

MISSION STATEMENT:

The Westhampton Conservation Commission (WCC) exists to provide local access to the Mass state dept of environmental protection so that town's citizens wishing to engage in activities in areas subject to regulation may do so while remaining within the guidelines of the Wetlands Protection Act (WPA) and state law.

The WPA is intended to protect public and private water supply and ground water, provide flood control and storm damage prevention, protect fisheries and wildlife habitat, and prevent pollution.

In Westhampton, typical areas subject to WPA regulation are areas within 200 feet any river, creek, or stream, and within 100 feet of any wet area abutting a seasonal stream, lake, pond, or marsh, and any land subject to flooding.

MEMBERS: Tom Jenkins, chairman, Bob La Palme, secretary, Dan Pikett, Matt Montague, Janet LaPrade, Brad Morse

ASSOCIATE MEMBERS: Steve Holt, Fred Morrison

Changes in membership: Larry Cervelli has left the con com after many years of volunteering. During his tenure Larry served as board member, several times as secretary, and chairman for two consecutive terms. We appreciate the commitment Larry brought to the con com, and will miss his professionalism and sense of humor.

BUDGET: state law mandates fees be used only for WCC activities

ACTIVITIES:

- Site visits-----17
- Public hearings conducted (includes recessed hearings)-26
- Notice of Intent-----6
- Beaver dam evaluations-----0
- Violations/complaints/investigations-----2
- Timber harvest (< 14 applications)---approx.470 acres

OTHER: Con Com involved activities.

- Hampshire Regional High School
Steve Holt continues as primary con com reviewer, this year including the field restoration project.
- Inter-board communication
The Board of Health continues to work with the conservation commission to improve procedures where they interface, Dan Pikett lead commissioner.
- Town 225th Anniversary: Matt Montague, and Dan Pikett created the “Plant a Tree” float, with support from Tom Hathaway who donated the trailer. Tom Jenkins also worked on Anniversary activities.
- Commission self-education activities. In-service by Bob LaPalme: “wetland plant identification process”.
- Projects: Exotic Invasive Species: Prohibited Planting List, Tom Jenkins continues to work on this important project.
- Tom Jenkins attended the MACC annual conference.

Respectfully submitted,

Bob LaPalme, secretary

REPORT OF THE SANITATION INSPECTOR

In 2003, there were 12 new septic systems installed. There were 8 upgrades to existing systems and 1 repair. There are many people in town who do not have their certificate of compliance, which they should have gotten before they received their certificate of occupancy. If you have any questions, you may call me at 584-0111 or 527-4841.

Respectfully submitted,

Stillman G. Brooks
Sanitation Inspector

REPORT OF THE PLUMBING INSPECTOR

During 2003, the Plumbing Inspector's office received 51 applications for plumbing and gas piping permits. 20 were for new houses, 11 for remodeling and 20 for gas piping.

40 inspections were made as part of the Hampshire Regional renovation, bringing that total to 57 inspections for the entire job.

2 investigations were made for work done by unlicensed plumbers. These were followed up with new work and permits from licensed plumbers.

A total of \$2775 was collected for plumbing and gas piping permit application fees.

Respectfully submitted,

Brian Pichette, Plumbing Inspector

REPORT OF THE BUILDING INSPECTOR

Permits issued in 2003:

One Family	17
Two Family	0
Additions	8
Renovations	14
Basement Rooms	1
Above Ground Pool	3
Inground Pool	1
Decks	13
Garages	7
Siding	6
Sheds	12
Signs	2
Windows	5
Reroof	13
Barns	0
Wood Stoves	3
Chimneys	1
Demo Barns	0
Cell Tower Addition	1
Gravel pits	3
	124

2003 was a very good year. 17 new houses were built. We took in \$19,156.50 as fees.

Respectfully submitted,

Myron Pietraszkiewicz
Building Inspector

REPORT OF THE HISTORICAL COMMISSION

The Blacksmith Shop Museum committee meets on the third Tuesday from March to September. The museum is open to the public starting Memorial Day weekend through Labor Day weekend, on Sundays from 2:00 – 4:00 p.m. Members of the Historical Commission serve as hosts.

Our committee members have remained the same with Ann Braastad, chairman; Liz Anderson, secretary; Daniel Krug, Barbara Fuller and Tom Warren. Our thanks to Gerry Ognibene, who has served as the treasurer for the Friends of the Blacksmith Shop Museum for a number of years.

Again this year we have raised funds by holding an antiques appraisal on Wednesday, April 27, with Kimball's Auction and Estate Services doing the appraisals. It was well received by the Westhampton community and the funds that were raised helped with the upkeep and renovations at the museum. This year's construction included the renovation of a doorway to accommodate a new handicapped-accessible ramp with handrails.

For the towns 225th celebration the museum was open on Sunday, August 27, with various members and friends helping to give tours and explaining articles to the public. A video, showing Dan Krug touring and explaining exhibits in the museum was shown continuously, and was filmed by Brian Burhoe. We also gave free popcorn to the visitors on Sunday. The TV/VCR and popcorn machine was loaned to us by Rocky's Hardware Store in Hadley, as well as the donation of a \$50. gift certificate that was used for a drawing. The museum was decorated with a large flag banner over the front door. A float for the parade was designed and put together by Tom Warren depicting a corn grinding operation, with the committee helping with the final decorations. Bob Miller let

us use a space in his barn for r decorating the float. Three displays at the Westhampton Elementary School were shown in the glass case in the foyer of the school for a period of three weeks each. The displays used articles from the museum depicting farm implements, children's toys, clothing, home and kitchen items. The school gave prizes to the students who could identify a certain antique item from each display. Liz Anderson wrote a history of the Blacksmith Shop Museum that was included in the "Local Color – Stories of Westhampton's First 225 Years" history.

Our thanks to those who have visited and have given articles and donations to the museum. We appreciate all those who help us to preserve Westhampton's history.

Respectfully submitted,

Liz Anderson, secretary

REPORT OF THE 225TH COMMITTEE

The year 2003 marked the 225th Anniversary of Westhampton, Massachusetts. A committee was appointed with the task of organizing a celebration to honor our special community. For over a year, this committee met and planned to create a series of events that came to be known as *Westhampton 225*.

The weekend of events began Friday, August 15th with *Westhampton Whispers*, a guided walk through the cemetery. The evening closed with a square dance held at the Westhampton Elementary School and a teen dance at the Town Hall.

Saturday's events included a parade through the center of town, followed by an afternoon of fun at the elementary school. There

people took part in an antique car show, balloon rides, firemen's muster, and a children's carnival. Many who came for the Center School Reunion also stayed for the chicken barbeque hosted by the town Highway Department and concert by Wintergreen. The evening closed with a bon fire and beautiful fireworks display.

The celebration continued on Sunday, August 17th with the coordination of a homecoming service and brunch at the Westhampton Congregational Church. The *Westhampton Marketplace* invited people to shop for Westhampton wares, while others participated in an *Extreme Scavenger Hunt* or Woodsmen's Competition. Throughout the day visitors listened to music provided by Yankee Notions and Gordon Stone, as well as a performance of Jim Bridgman's *Dear Hattie*.

While that weekend has come and gone, many of the souvenirs and products of that weekend, including the impressive publication of *Local Color*, will remain as memories of this celebration. Currently, the committee is working to document the 225 Celebration through photographs and scrapbooks to be made available to the public.

After all the hard work and care that went into planning, the excitement of the weekend, and the gratitude of those who attended, it seems inadequate to attempt to recreate the celebration in this report. The weekend was such a success only because of the tremendous amount of work on the part of the committee and volunteers. It would be impossible to name all those who contributed to the weekend, for it was certainly a celebration made possible by the *entire* community. So.... *thank you, thank you, thank you!* Now we can sit back and look forward to 250!

Respectfully submitted with gratitude to the 225 Committee,

Stacey Jenkins, 225 Chair

REPORT OF THE COUNCIL ON AGING

The Council on Aging has completed another successful year in 2003 to provide a variety of services and activities for Westhampton seniors. Town, state and federal funds, together with the combined efforts of many volunteers, made these programs possible.

In June, we accepted with regret the resignations of two board members, Jean Alward and Louise Marchand. Louise has been a board member for 10 years serving as vice chairman and representative to Highland Valley Elder Services. Her contribution during that time has been invaluable. Jean Alward did an excellent job as treasurer from August 2001 to June 2003, when her relocation to Northampton required that she resign from the board.

In August, we welcomed Jean Webster and Gale Wright as new board members. Jean replaces Louise as Highland Valley representative.

Our monthly luncheons continued, with an average of 40 - 45 seniors attending. Take-out meals were provided for home-bound elders, blood pressure checks were done by Barbara Fuller, and birthdays were celebrated each month with a cupcake and candle provided by Bertha Parsons. Our three-time weekly exercise classes, organized by Gerry Ognibene, have continued.

Entertaining and informative programs following each luncheon were planned by program committee members Liz Anderson and Mae Pelissier.

Special occasions included entertainment by the Lotus Band at the Christmas party, with Southampton COA as our guests. Our May luncheon included the fourth grade students, their grandparents,

and their teacher, Greg Kerstetter as our guests. In July, we held a very enjoyable picnic and volunteer recognition at the home of Bev and Terri Derouin.

We continued our contract with the Franklin Regional Transit Authority, which allowed us to provide one-on-one transportation free of charge to 10 seniors needing doctor and dentist appointments, grocery errands, etc. With Charles and Gerry Ognibene as dispatchers, 9 volunteer drivers gave a total of 239 hours, and drove 2791 miles. Drivers are paid for gas, but volunteer their time.

The Hilltown Elder Network (HEN), with Olga Hathaway as coordinator is now in its 12th year. In 2003, 13 seniors were provided with 709.5 hours of light housework and yard work.

At the annual flu clinic in October, 124 flu shots were given by Mary Montague, Mary Powers and Peg Kelley. In 2004 Mary Montague and Mary Powers will co-chair the flu clinic, and a thank you to Peg Kelley, who has organized the flu clinic for the past 10 years.

Ed Alward continued as editor of our quarterly newsletter, mailed to every Westhampton senior household. Frank Hathaway assisted by collecting and coordinating material, and several other volunteers helped prepare a high quality publication.

Frank and Olga Hathaway organized our fourth annual garden tour in June. Featuring several Westhampton gardens, this event proved very successful. Proceeds from this and from our "Potato Bar" supper in the fall helped finance two bus trips. In June we visited the Gillett Castle in Haddam, CT, and in October we enjoyed a trip to the Mystic Aquarium, in Mystic, CT.

The computer and printer housed at the elementary school have

been removed due to lack of use. It has been placed on loan in a senior's home, as have the 14 other computers received from Smith College. This program, coordinated by Charles Ognibene, started in the fall of 2002, and originally intended as a six-month loan to each senior, has been very successful. Due to the generosity of the college in donating more computers, we have not had to take back any we have placed. We are very grateful to Bob Miller for checking out each computer, making any needed repairs and assisting with placement.

The COA shared in the festivities in August celebrating Westhampton's 225th anniversary. Rolland Spencer created a very attractive sign welcoming visitors to Westhampton in the name of the Council on Aging. It was placed at the intersection of Route 66 and Loudville Road, and could be seen easily from both sides. Sally Lawton and Gale Wright arranged plantings around the base, which greatly enhanced the beauty of the area.

The COA and TRAIID shared a table at the "Market Place" in the Town Hall on Sunday, during the celebration. We displayed information about our programs, and distributed refrigerator magnets (to hold medical information) emergency light sticks and other safety items.

As always we are very grateful for the interest and support we receive from the church and from town and school officials. All seniors are welcome at our monthly meetings.

Margaret Kelley, Chair
Elizabeth Anderson
Lillian Cote
Sally Lawton
Charles Ognibene
Jean Webster
Gale Wright

REPORT OF THE CEMETERY CARETAKER

This past year began with the normal amount of spring cleanup. Most of my time was spent mowing and trimming. This past year was the 225th birthday of the town and part of the celebration was “The Cemetery Walk.” This meant the cemetery had to be kept in traditional “Memorial Day” readiness through the celebration. There was extra work in preparing the walk route and general maintenance of the cemetery. The committee did a wonderful job and the cemetery walk went on without a hitch.

The tractor went into the shop for general maintenance, new front tires and a hydraulic leak repair. It came back in timely fashion and as good as new. The rest of the equipment is in good shape.

There were:

- 4 Traditional Burials
- 3 Cremations
- 3 Foundations
- 4 New Lots

Respectfully submitted,

Edward C. Fisher
Cemetery Caretaker

REPORT OF THE WESTHAMPTON MEMORIAL LIBRARY

The Westhampton Memorial Library is overseen by a six-member Board of Trustees, elected by Town residents to serve for three-year terms. The Trustees meet in the library on the second Thursday of each month at 7:00 PM. Their duties include setting policy, overseeing finances and the physical plant, supervising

and evaluating the library director, and addressing planning and development issues.

Two new members, Bob Pajak, and Gail Haggerty joined the Board this year, replacing two veteran members who did not stand for reelection. Rosemarie Coombs was elected to a full term after serving part of the preceding year as an appointed member to fill a vacancy.

The library is ably staffed by a full time director, Carolyn Keating, who has overseen the library's operations for the past 13 years with a high degree of professionalism. Hilary Nolan serves as the library's staff assistant and is responsible for the preschool story hours and other children's programming as well as general library duties.

The library also relies on and greatly appreciates the efforts of a dedicated group of volunteers who assist with general duties and special projects, including Saturday staffing. Volunteers donated over 200 hours of their time in 2003.

The library's collection consists of approximately 10,000 volumes, of which about half are children's materials. The growing audiovisual collection consists of approximately 800 holdings. The library subscribes to 35 periodicals, but due to space and staffing limitations, no longer maintains back issues of most periodicals. In fact, given the limited space in the building, there is no room for any overall growth. The staff periodically thins out older parts of the collection to make room for new acquisitions. The variety and diversity of the collection has been adversely affected by the substantial budget cuts to the bookmobile program administered by the Western Massachusetts Regional Library System.

There are 731 registered borrowers. Fifty-two percent of the residents of Westhampton are cardholders. Circulation has risen steadily in each of past four years. In 2003, 19,298 items were borrowed, an increase of 671 from the pervious year. Interlibrary loans also increased from 902 in 2002 to 1007 in 2003. Many patrons make use of the high speed Internet connections available on the computer available for public use. The staff is pleased to assist patrons with research projects and materials requests.

The library was open five days a week, with evening hours twice a week, for a total of 1097 hours in 2003.

The library sponsored 44 programs for children during the past year. Eight hundred and thirty nine children attended these events. The Summer Reading Program was particularly successful. Forty-seven children completed the reading requirements and over 400 people participated in the nine different events associated with the summer program.

After nearly two years of hard work, the staff has completed the library's conversion to full circulating membership in C/WMARS. Part of the cost of participating in this important program is funded by a grant. The catalogues of most public libraries in Western and Central Massachusetts, including ours, are available at <http://cwmars.org>. Registered library patrons may search and borrow on line from any C/WMARS library and can arrange to have the borrowed item delivered in a matter of a few days to the Westhampton library. The web site also includes a very comprehensive and user-friendly database of periodicals, professional journals, newspapers and the like. By maintaining its certification and its C/WMARS membership, the library ensures that a Westhampton Library card can open the doors to collections far in excess of what we could otherwise possibly afford. Staff is available and eager to assist patrons to become familiar with this extraordinary service.

As always, the Trustees are grateful to the many people who help the library through donations of cash or other gifts. In a change in past practice, to simplify accounting procedures, the Trustees delegated the custody of donations, gifts, and memorial accounts, usually referred to as Trustees' Funds, to the Town Treasurer. The Trustees retain control of the use of the funds.

The vigorous Friends of the Library group continues to be a major and crucial source of financial support and general encouragement to the library. Their energetic and creative fundraising efforts, including the very popular book and plant sale each May, have helped to purchase necessary equipment and to defray some emergency costs. The Trustees very much appreciate the Friends' dedication and commitment to the library.

The library is used as meeting space on a regular basis by a number of groups, including the Friends of the Library, the Conservation Commission, Council on Aging committees, the Women's Club, and the Board of Health. There were 54 meetings held in the library in 2003.

The Trustees recognize that with only about 2,500 square feet, the library cannot accommodate a book and audiovisual collection that meets the needs of the residents, provides adequate and efficient workspace for staff, or provides enough patron seating for study and research. The building does not meet any national standards for library services resources. Accordingly, we continue to plan for the future in light of the Town's needs and resources. As reported last year, a \$20,000 planning and design grant from the Massachusetts Public Library Construction Program was matched by the Town at the 2002 Annual Town Meeting. A study committee, including Owen Bowman, Bob Fleischner, Hilary Nolan, Rosemarie Coombs, and Diane Thornton, assisted by Carolyn Keating, continued to meet throughout 2003. In October 2003, the committee, with the assistance of Vandermark Consult-

ing, completed The Westhampton Memorial Library Building Plan, the first concrete step in the planning process. The next step will be to hire an architect to evaluate the possibilities and costs of expanding the current space, purchasing another property for renovation, or building at another location sometime in the future. The committee is cognizant of the limited financial resources available to the Town and any plan will take financial realities in full consideration. The Trustees' goal is to ensure that the Town has a well-equipped, attractive, and accessible library that residents can enjoy for years to come.

Although State aid to the library has never been substantial, the aid has decreased in the past two years. State oversight and regulation has not decreased and there has been an increase in federal regulation. The Trustees have adopted policies to ensure compliance with the Patriot Act and have considered the impact of new federal rules regarding filtering of Internet access for children.

The Trustees' budget request for the coming fiscal year reflects what we believe to be the minimum needed for us to continue to provide quality services and to maintain our State certification. We appreciate the Town's past support, hope residents will continue to recognize the many services the library provides, and will support the budget request.

Respectfully submitted,

Robert D. Fleischner, Chair
Louise Montague
Ray Giordano, Treasurer
Rosemarie Coombs
Gail Haggerty, Secretary
Robert Pajak

REPORT OF LIBRARY FUNDS

In September of 2003, the Library Trustees turned over the Library funds to the custody of the Town Treasurer as follows:

Easthampton Savings Account	\$7,763.52
Florence Savings Account	7,802.53
Florence Savings CD	<u>28,580.20</u>
	\$44,146.25

Interest from the money invested in the CD will remain with the funds, as the donor so specified. Interest from all other Library funds will go to the Town's General Fund, as required by law. In the future, the terms of any gift or bequest will determine disposition of the interest.

Respectfully submitted,

Margaret A. Parsons
Town Treasurer

REPORT OF THE WESTHAMPTON SCHOOL COMMITTEE

The Westhampton School Committee meets the second Wednesday of the month at the Westhampton Elementary School. The meetings begin at 7:00pm. The committee members are David Antosz, Chairperson; Maureen Dempsey, Vice-chairperson; and Charleen Diggins, Secretary. Each member also represents Westhampton on the following committees: Hampshire Regional School Committee, Maureen Dempsey; Hampshire Educational Collaborative and Administrative Advisory Board, David Antosz.

The Westhampton School Committee acts as the board of directors for the elementary school. The committee's responsibilities include budget, contract negotiations with the teachers association, local education policy decisions and authority to hire, supervise and evaluate the superintendent. The superintendent is responsible for hiring, supervising and evaluating the principal, and the principal carries that responsibility for the teaching staff. The State Board of Education establishes the general spending levels, statewide education policy and curriculum.

We again have had to look at the Pre-school program and re-evaluate the program on a yearly basis to meet all the needs of the children in our community. We worked to negotiate teachers' contracts in a timely fashion. We approved the building of a new playground structure near the kindergarten. We have reviewed and will continue to monitor the school lunch program. Our biggest challenge continues to be the budget. With the state cuts, we have worked hard to maintain the high standards at the school. We received Foundation Funds to help to reestablish the computer program for the younger grades, assist the town with school of choice students and utilize some of the fund for capital projects that could not be funded through the budget process. This was a one time state grant that must be spent by the end of the school year in June, 04. We review the expenses and budget monthly and have worked extremely hard to develop next year's budget. Our goal is to attempt to maintain the excellent level of education at the school in lieu of the tight state budget.

We continue to look into areas of the curriculum that may need changes or updates that we feel will benefit the children of Westhampton. We welcome any suggestions for change or improvements by area residents.

The school this year is working on the theme of My Pretty Planet. They are conducting many activities to coordinate with the theme.

They are collecting cans to help raise money for the Heifer Project. A new after school program began this fall and has been a great success. The Bonnie's Program provides great opportunities for kids after school and during school breaks. Also after school, students have the opportunity for homework help, drama, music lessons and karate. We wish the best for Mrs. Miller who has taken a LOA to help advance future teachers at Westfield State College. This has been a busy year for staffing with many unforeseen events.

The Westhampton Elementary School continues to be utilized by the community and youth groups. We have a very supportive PTO and WeCare committee that help to provide school activities and create a safe school environment. We are excited that a committee is being formed to work on improvement to the play structure and play equipment at the school. It is this dedication to the school that helps make it a great learning environment. We appreciate all the work that is done by the committees and all the volunteers that help during the school year.

Respectfully submitted,

Charleen Diggins, Secretary

David Antosz, Chairperson

Maureen Dempsey, Vice-chairperson

2003 SCHOOL REPORT FOR WESTHAMPTON

October 1 enrollment of Westhampton students at the Westhampton Elementary School:

	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>
Preschool	16	18	19	18	18
Kindergarten	15	18	20	20	18
Grade 1	23	17	15	20	19
Grade 2	17	22	16	16	19
Grade 3	18	19	22	15	16
Grade 4	21	19	16	21	16
Grade 5	23	20	19	17	23
Grade 6	24	21	20	17	17
TOTAL	157	154	147	144	146

October 1 enrollment of Westhampton students in other elementary grade settings:

	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>
Charter schools	3	2	0	0	0
Schools of choice	0	0	3	2	4
Home-schooled	0	0	0	0	0
Private schools (est.)	11	10	9	9	8

October 1 enrollment of Westhampton students in secondary schools:

	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03^a</u>	<u>2003-04</u>
Hampshire Regional	113	109	114	136	127
Vocational schools	13	12	12	10	17
Private schools (est.)	10	8	10	10	12

^a adj. 05-19-03

	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>
Total school-age students, PK-12	307	307	295	300	314

Personnel employed by the Westhampton School Department in 2003:

Heather Gagnon

Kelly O'Connor

Personnel who left the employ of the Westhampton School Department in 2003:

Jessica Bishop

WESTHAMPTON ELEMENTARY FINANCIAL STATEMENT Fiscal Year 2003

Elementary Appropriation	\$ 926,324
Encumbered from FY02	<u>10,632</u>
	936,956
 Total Expenses	 <u>-896,431</u>
 Encumbered to FY04	 20,692
Balance closed to Revenue	19,833

ELEMENTARY SCHOOL EXPENDITURES

Salary	\$ 713,961
Services	106,380
Supplies	58,893
Intergovernmental	<u>17,197</u>
	896,431

VOCATIONAL

Vocational Appropriation	\$ 166,209
 Expended transportation	 -23,400
Expended tuition	<u>-141,921</u>
Total Expenditures	-165,321
 Transfer to Counsel Fees	 -800
Balance closed to Revenue	88



REPORT OF THE HAMPSHIRE REGIONAL SCHOOL COMMITTEE

Work has almost been completed on the \$26,000,000 expansion and renovation of the Hampshire Regional school building. The school building which remained open during renovation was fully operational shortly after the scheduled start of school in September 2003. Work on the playing fields and track should be completed by September 2004. Other remaining building issues which typically accompany a large public works project should be resolved by September 2004 too. Though 72 percent of project costs are to be reimbursed by the state, the start date of this reimbursement is yet unknown. On October 25, 2003, a

celebration was held to open the building to the public. This event was attended by Congressman John Olver, several state legislators who represent Hampshire Regional School District towns, local officials as well as former superintendents Richard Dragon and Donald Buss, former principals Joseph Zalot and Carl Ostrowski and former and current Hampshire Regional staff members. It was an occasion to let the public tour the facility and to thank the Building Committee and others such as Superintendent Erickson, Mr. Ostrowski and former school committee chair George Fleck for their tireless work on the project.

Setting the Regional budget for fiscal '04 (July 1, 2003 to June 30, 2004) was a daunting task requiring much work between the School Committee and Select Boards, Finance Committees and the citizens of Chesterfield, Goshen, Southampton, Westhampton and Williamsburg, the five towns that comprise our Regional School District. State funding was only slightly higher than fiscal '03 and reimbursement for regional costs transportation fell off. The five towns each faced their own budget shortfalls and could provide little additional assistance. The district was also faced with a deficit which resulted from a protracted budget process in Fiscal '03 leading to payments for more staff and supplies than the District's budget allowed. With the intervention of the Department of Revenue, direction and assistance from our new business administrator, Cynthia Landers, who came aboard in late 2002, and interest earned on construction borrowing, District finances were put in order. Among positive results from the deficit was a greater scrutiny of spending by the Regional School Committee and greater sharing of District financial data with the towns. After several votes by the towns, the Regional School Committee adopted a final '04 budget of \$7,919,417 for the Regional School District in December 2003 which represented a 1% increase over the District's Fiscal '03 budget.

Dr. James Connolly was selected to replace the retiring Carl Ostrowski as principal of Hampshire Regional in the summer of 2003. Mr. Ostrowski became principal at a time of declining state aid and worked through the challenge of operating a busy school during a major renovation and addition. We wish him well on retirement. We welcome Dr. Connolly to the District. Jim Connolly has begun to engage the citizens of the five towns with issues concerning the future of education at Hampshire Regional. This includes open meetings where both the immediate and more distant future of Hampshire Regional is discussed. His hope is to have plans in place, presented, debated and understood, to guide the school into the future. Of immediate concern are a sound educational and spending rationale for Fiscal '05 and a better budget presentation. Dr. Connolly is working to restore at least some of the six teaching positions lost as a result of Fiscal '04 reductions. During 2003, Hampshire also lost several long serving staff members to retirement including Assistant Principal Michael Dorunda, teachers Johna Merritt, Gary Metras and Peter Kostek, all with over thirty years of service to the District, and kitchen and custodial staff members Bill Hubbard, Wendy Blow, Lillian Bisbee, Mary Holt and Louise Inman. Mr. Dorunda's retirement leaves the school with only two administrators and presents an issue which must be addressed again in the future.

Hampshire's class of 2004 continued to do well on the state's MCAS examination. The School Committee has continued its commitment to maintaining our traditional goals of a balanced, broad and humane education for every student and to strive to prepare our students to meet state mandates and for their role as future leaders of our communities and nation upon completion of their Hampshire education. Of special note was the performance of our Girls Varsity Basketball Team which won the Division II State championship in March 2003.

The year 2003 was again a time of challenges for Hampshire Regional and your School Committee. The Committee continues to work to provide our children with the best education we can in difficult economic times. We appreciate the excellent work of the Regional School staff and administration. Our teachers and counselors, aides, custodians, cafeteria staff, other support personnel and our administrators, both at the Regional School and in the Superintendent's Office remain our valued partners and colleagues in this endeavor. We continue our work with them and with the students, parents and residents of the five towns to meet the challenges of 2004.

Respectfully submitted,

Brad Brousseau, Chair
Hampshire Regional School
Committee

REPORT OF THE SUPERINTENDENT

The year 2003 will be remembered as a year of change, accomplishment, and significant fiscal challenge for all schools.

In the **Chesterfield-Goshen Regional District**, the academic performance of students at New Hingham Elementary School brought recognition to the school as having met "Adequate Yearly Progress" according to national standards. Despite an abrupt and unexpected loss of funding for the Bay State Readers Program, language arts and reading remain instructional priorities at New Hingham, and students gain from experiences in speaking, singing and reading in front of their peers during monthly Community Celebration of Learning programs. Early childhood staff at New

Hingham are preparing for site visits leading to accreditation of the kindergarten program early in 2004.

Teacher Heidi Renauld has made wonderful progress in forming a 14-member school band and a 50-member chorus, and both groups have performed at winter and spring concerts. Musician and artist in residence Nick Kachulis helped organize an Arts Festival in June in a children's production of "Celebrate America." Kathy Alexander of the District Attorney's office conducted a program for fifth graders on how to deal with bullying. Sue Labrie and Evelyn Robinson offered SAFE Tobacco Awareness classes for students in all grades.

More extracurricular activities are offered at New Hingham. Students stay after school for classes in baton twirling, cross-country skiing, talent show productions, bowling trips, and athletics, such as soccer, basketball and baseball. Bonnie Smith's after-school care program also offers arts and karate. New Hingham received "Healthy Choices" grant--one of only six awarded in the state-- to promote healthy eating and exercise. Also, a 12-week before-school program is offered to all fifth and sixth grade students.

To forge and strengthen positive bonds with the greater school community, sixth graders at New Hingham annually host a luncheon for the local Council on Aging. During one week a year students invite "a favorite adult" to school, and more than 80 families participated in a Thanksgiving sharing event, featuring a play and music.

At **Hampshire Regional High School** the year 2003 marked the retirement of many staff members, including some who served students for decades. Among them were kitchen and custodial staff members Bill Hubbard, Wendy Blow and Lillian Bisbee for 18, 20 and 22 years, respectively, and Mary Holt and Louise

Inman, 31 years each. Faculty members retiring were English teachers Johna Merritt and Gary Metras, - 30 and 31 years, and Peter Kostek, who began as a math teacher at Williamsburg High School in 1968, came to Hampshire when it opened in 1971, and retired after 35 years.

Among administrators, Assistant Principal Michael Dorunda also retired in September after a 37-year career. Dr. James F. Connolly replaced former Principal Carl Ostrowski, who also retired in September, and Maureen Ecclestone became Assistant Principal. Once again there are only two administrators at Hampshire.

But not all staffing reductions were due to retirements: six teachers were not rehired for financial reasons. After a number of votes, the budget for school year 2003-04 was not decided until December 2003, with an increase of about \$78,000, or one percent more than in the previous year. Since it took a 4.8 percent increase just to maintain existing courses, the new administration and staff was challenged to make ends meet, and more than 20 courses were dropped from the school's Program of Studies. This has resulted in many students having one or more directed study halls during each school day.

A proposed increase in the budget of 5.2 % for fiscal 2005 would restore four positions--two foreign language teachers, one music teacher, and one social science teacher- and provide twenty more classes for students, the reinstitution of a mandatory foreign language experience for every student to graduate, a required foreign language exposure for all middle schoolers, and future offerings of Advanced Placement Spanish and French, and more elective offerings for students.

Years from now, students will benefit from the \$26M Hampshire Regional building project. Residents and taxpayers should be proud for their foresight to invest in the care and long-range

usefulness of district facilities. Though renovations made it a very complex assignment, the project was completed on time and on budget, a credit to the Building Committee, Tessier Associates, Architects, and D.A. Sullivan, the general contractor.

At the October 25 dedication ceremony, appreciation was expressed to everyone who brought this project to reality, but special thanks went to the 18-member Building Committee, which met more than 50 times before construction even began. Recently this group held its 83d meeting, signifying an astonishing volunteer commitment. School had to remain in session during renovation, so special thanks must also go to students, teachers, custodians, office staff and cafeteria workers for coping with the disruption.

Of course, a building alone does not create or ensure a good program, but it certainly can enhance the efforts of teachers. Hampshire now is an attractive, functional, and yet not overly institutional school. The refurbished classrooms, computer and science labs, auditorium and media center vastly improve the environment for learning, and provide the necessary space and appropriate technology for students to explore in the arts, drama, music, sciences, physical culture and athletics.

The Hampshire renovation/expansion is the fourth in a series of school building projects over the past 12 years:

1991	Westhampton Elementary	New	\$3.25M	72%*
1995	William E. Norris Elementary	Renovation/ expansion	\$7.5M	74%*
1998	New Hingham Regional Elementary	New	\$4.9M	68%*
2003	Hampshire Regional HS	Renovation/ expansion	\$26M	72%*

*Reimbursement from the State.

Faculty and staff of the **William E. Norris School** in Southampton were engaged in a number of professional development activities during 2003 to improve the overall quality of the school, as well as the effectiveness of their instruction. The four kindergartens at Norris School were granted accreditation by the National Association of Education of Young Children (NAEYC), joining already-accredited kindergarten programs in Williamsburg and Westhampton. Accreditation is a requirement to receive early childhood grants from the Massachusetts Department of Education.

Consultant Jim Levine and ARC, inclusion specialists for students with disabilities, trained teachers in techniques to help them better address special needs of students and include them in regular classroom instruction. Responsive Classroom techniques and procedures have provided much consistency in teaching social and academic skills and building a socially-conscious culture throughout the school. Kathy Alexander of the Hampshire County District Attorney's office trained staff and students in anti-bullying measures, and there was a highly successful series of events to mark the observance of Disability Awareness Week.

As in the past, many interesting and thought-provoking learning experiences have been provided to students. Jamaican wood sculptor Elton Braithewaite returned for an artist-in-residence engagement, funded by the Parent Teacher Organization and the local Arts Council. This year Elton helped sixth grade students create a large semicircular sign in the front lobby that now welcomes visitors in twelve languages.

A special education Parent Advisory Council has been created to support the School Committee and principal on dealing with the needs of families of students with disabilities. Reading specialist Susan Hale offered a workshop for parents entitled "Ways to Help Your Child Become a Successful Reader." In the area of

technology, Head Teacher Hosea Jones has been offering volunteer service to develop a school website, and has mobilized efforts to upgrade the school's dated computer equipment. Parent volunteer and qualified technician Dave Archambault has been donating one day a month for technical support to the school.

Long-time teachers Leo Mazzolini, Joan Trinceri and Marilyn Gawle retired during 2003, as did cafeteria worker Alice Tokarski. Kevin Hodgson was honored as an outstanding teacher by REBA, the Regional Education and Business Alliance, and received an award from the Harold Grinspoon Foundation.

The Norris School facility is holding up well, despite some calamitous events. In late winter a roof leak caused major damage to books in the library. In May a lightning strike damaged technology equipment and electrical controls for the heating system, and in the summer, intense humidity, combined with inadequate ventilation, promoted the growth of mold in a number of classrooms. While other schools in the area had similar problems, fortunately at Norris it was detected early enough so that rooms could be thoroughly cleaned and the mold eradicated before school reopened in September.

The central theme at **Westhampton Elementary** School this year is celebrating "This Pretty Planet." Students engage in a variety of activities at each grade level and in large groups to learn more about our planet and how earth affects all of our lives. Students have been collecting cans and bottles to benefit Heifer International, an organization that helps impoverished families throughout the world by training people in sustainable agricultural practices, and by giving livestock that will be bred and used to help others. Among activities building on the "planet" theme, a reading day was held, at which guests from the community read stories and participated in activities with students exploring ways to build a more peaceful planet together.

A new after-school child care program at the Westhampton Elementary School, offered by Bonnie Smith, is now available for families. Bonnie's After School Program provides after school care for elementary children, and incorporates activity options for students such as karate and dance, and being trained to be a certified baby-sitter.

In the **Williamsburg Elementary Schools**, positions held by evening custodian Dan McGuffin and teacher assistant Cheryl Asher had to be eliminated because of budget restrictions, and no new staff members could be hired. Fortunately, there has been a high level of voluntarism in the school community.

Members of an advisory group for the integrated preschool and full day kindergarten are continuing the process of self-study leading to accreditation with the National Association for the Education of Young Children (NAEYC). Serving on this committee are PK and K teachers Lorrie Childs, Sherrie Marti and Robin Foley, support staff Nancy Forster, Cheryl Kress and Donna Mimitz, and speech-language pathologist Mary Ellen Woods. Combined enrollment in the program this year was 54 students.

Members of the Williamsburg School Council plan school programs and prepare an annual school improvement plan. Parents Kim Hyslip, Erica Allcroft and Laurie Cote, teachers Nancy Mahoney and Maureen Sheehan, School Committee liaison Diane Bishop, and Principal Fred Venne serve on the Council. The PTO has been re-energized by a number of active parents. PTO President Donna Gingras is leading fundraising efforts that benefit students through curriculum-related field trips, and by coordinating after-school events for families. Parent Jim Downing coordinated the fourth annual "Family Science Night," which attracted more than 150 visitors and 30 aspiring scientists.

In curriculum matters, it is expected that a grade-by-grade set of math standards will be in place next year, with the constructivist "Investigations" mathematics (CMP) used as a framework for developing scope and sequence, and the four elementary districts using three of the IMS curriculum investigations units at each grade from K to 5. Middle school teachers at Hampshire also use CMP, and a middle school version of Investigations is planned for use in grade 6, offering a smoother transition for students. The Developing Writing Assessment is used in English-language arts to gauge writing skills and help set individual student and classroom-writing goals. The accepted approach in science is inquiry-based, using standards that were finalized last year. Many researched-based science kits have been purchased to dovetail with the district curriculum standards.

With funding from a Rural Utilities Grant through the Department of Agriculture, conceptual work has been done on a Video Conferencing Project, with equipment and capability established in early 2004. The Dunphy School was awarded a New England Dairy Council grant to increase awareness of the importance of including dairy foods in a comprehensive diet.

In Williamsburg and at all other elementary schools, nurses have been certified as trainers in an American Red Cross Babysitting program that is now offered to sixth graders who attend after-school programs. A school-sponsored after school child care program directed by Carl Warner operates from 3 to 6 P.M. daily, with an average participation of 11 students, who have the option to participate 3 - 5 times per week. The "After School Club" program moved to the Haydenville Congregational Church in the fall of 2003.

The Building Committee spent many hours studying and proposing long-range solutions to meet school building needs. With the able assistance of architects Alderman and MacNeish,

public forums were held on a Building Use Feasibility Study. This detailed report, submitted to the Board of Selectman and School Committee, recommended the best ways to use and expand the current school structures, and will be of potential use in the future. Building Committee members reappointed in 2003 were: teachers Alice Walker and Sherrie Marti, community members Alan Everett, Jeffrey Gelbard, Donna McGill, John Pohanka, Richard Childs, and George Childs, Finance Committee liaison Karen Korowski, and administrative liaisons Fred Venne and Bill Erickson.

Staff members at the **Superintendent's office** are very pleased to be back in renovated space at the High School. As a cost-saving measure, the position of Director of Pupil Personnel Services was replaced by a Special Education Administrator position. Donald Johnson left in June to take a Superintendent of Schools position in New Hampshire, and long-time secretary Alene Noonan retired. Harriet Kelley replaced Mrs. Noonan on the four-person secretarial staff, and former High School Guidance Director Stuart Singer has been appointed as Special Education Administrator.

Director of Early Childhood Programs Dr. Julie Culhane was chosen to participate in a Fulbright Administrator Exchange during October and November 2003. Julie spent three weeks observing schools, participating in city-wide kindergarten events, and addressing staff, family, administrator groups in Buenos Aires, Argentina. Julie's counterpart in that city, Maria Bobbio, had visited the United States previously in the first segment of the exchange.

One task of central administrators is to continually seek grants and alternative sources of funds to assist the five district schools. The Governor's Alliance for Safe and Drug-Free Schools recently awarded Hampshire a fourth year of funding, worth \$20,000, for drug and violence prevention programs. Among initiatives

supported with these funds are peer mediation and character education programs, a Social/Emotional Learning Task Force, Responsive Classroom training, and parent-community programs related to preventing violence.

A total of \$26,000 has also been received for two new early childhood grants. One is a mental health grant, focusing on increasing attention to identifying, as well as preventing mental health risks in children from preschool through Grade 3. The other, a curriculum and IEP grant, focuses on disseminating the Early Childhood Curriculum Frameworks, and planning for adapting these Frameworks for children with special needs in preschool through grade one. These grants support study groups in the four elementary schools made up of teaching staff, nurses, school adjustment counselors and families. Study groups are able to purchase resources and materials which otherwise might have been eliminated by budget and grant reductions.

In October, five separate applications were filed for Foundation Reserve, or “pothole” grants. Three school districts, Southampton, Westhampton and Williamsburg, were awarded a combined total of nearly \$300,000 in funds, which were invaluable in meeting supplemental needs during FY04.

Respectfully submitted,

William G. Erickson,
Superintendent

2003 SCHOOL REPORT FOR HAMPSHIRE REGIONAL DISTRICT

Resident student enrollment, by town, as of October 1, 2003:

Grade	Chesterfield	Goshen	Southampton	Westhampton	Williamsburg	Totals
7	13	8	90	18	32	161
8	14	6	74	24	20	138
9	5	2	74	20	22	123
10	12	5	72	19	19	127
11	8	5	53	19	19	104
12	7	5	57	15	17	101
Choice out	10	5	21	4	26	66
Charter out	2	2	2	8	6	20
Totals	71	38	443	127	161	840

Assessment percentages, by town:

	<u>1999- 2000</u>	<u>2000- 2001</u>	<u>2001- 2002</u>	<u>2002- 2003</u>	<u>2003- 2004^a</u>	<u>2004- 2005</u>
Chesterfield	11.436	11.580	11.439	10.676	10.191	9.617
Goshen	7.045	7.259	7.372	7.141	6.605	6.002
Southampton	50.161	50.182	49.679	49.941	50.035	50.567
Westhampton	13.917	14.033	14.031	14.329	14.862	15.076
Williamsburg	17.440	16.946	17.479	17.912	18.306	18.738

^aadj. 5-19-03

Personnel employed by the Hampshire Regional District during 2003:

Heather Borin	Michael Braidman
Eric Ehle	Matthew Geertsma
Kate Messmer	Robert Norton
Wendy Perrier	Louis Potorski
Patricia Richmond	Heather Roe
Charlene Collins	James Connolly
Scott Green	Harriet Kelley
Judith Norwood	Kathleen O'Connor
Cheryl Quigley	Diane Richard

Personnel who left the employ of the Hampshire Regional District in 2003:

Barbara Arrighi	Elan Barnehama
Michael Dorunda	Joyce Doty
Marjorie Gregory	Julie Holt
Judy Lyons	Johna Merritt
Maggie Ryan	Joseph Silverman
Charles Bates	Leo Burque

Laura Facteau	Julie Flahive
Peter Kostek	Irene Laroche
Gary Metras	Carl Ostrowski
Cynthia Streker	Rebecca Taylor

Based on combined preschool, special education, vocational school and regular day student enrollment as of October 1, five cooperating school districts share in the cost of employing the Superintendent and central office staff.

<u>Percent share, by District</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04^a</u>	<u>2004-05</u>
Chesterfield-Goshen Regional, PK-6	10.8	10.5	11.3	11.2	11.2
Southampton, PK-6	29.5	29.5	29.9	29.1	30.6
Westhampton, PK-6	8.7	8.7	8.9	8.3	9.0
Williamsburg, PK-6	12.5	12.5	12.3	13.1	11.6
Hampshire Regional, 7 -12	38.5	38.5	38.4	38.4	37.7
				^a adj. 5-19-03	

HAMPSHIRE REGIONAL SCHOOL DISTRICT REPORT OF THE BUSINESS ADMINISTRATOR FISCAL 2003

REVENUES

Assessments

Chesterfield	\$	552,122
Goshen		401,424
Southampton		2,520,648
Westhampton		732,963
Williamsburg		902,320
Total Assessments	\$	5,109,477

Intergovernmental

Chapter 70	\$	2,281,081
Transportation		410,876
School Choice		423,045
Charter School		85,699
Total Intergovernmental	\$	3,200,701

Interest and Other

Interest	\$ 198,769
Other	130,240
Transfer-Prior Year Interest & Bond Premium	350,669
Total Interest & Other	\$679,678
TOTAL REVENUES	\$ 8,989,856

EXPENDITURES

Administration	\$ 247,397
Instructional	4,455,047
SPED instructional	953,730
Support services	39,088
Pupil Transportation	544,246
SPED pupil transportation	130,221
Student body activities	134,221
Operation and Maintenance	495,851
Retirement	170,458
Employee insurance	953,191
Other insurance	62,014
Debt service	92,223
School Choice	389,783
School Charter Tuitions	<u>142,626</u>
	\$ 8,809,905

Other Expenditures

Bond Costs	64,314
Prior Year Bond Cost	<u>54,063</u>
	\$118,377

TOTAL EXPENDITURES	\$ 8,928,282
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Excess of Revenues over Expenditures/Transfers	\$ 61,574
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FUND BALANCE - BEGINNING OF YEAR	\$ 81,593
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FUND BALANCE - END OF YEAR	\$ 143,167
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Respectfully submitted,
Cynthia D. Landers
Business Administrator

SALARIES

All figures are annual unless otherwise noted.

ELECTED OFFICIALS	FY04	Proposed 05
Board of Selectman Chairman	1200	1200
Others	1000	1000
Board of Assessors Chairman	2200	2200
Others	2000	2000
Board of Health Each +\$18/hr .perc/TitleV	300	300
Town Clerk	5945	6094
Tax Collector	6656 plus fees	6856 +fees
Treasurer	8918	9365
Auditor	150	150
Moderator	150	150
School Committee Chairman	180	180
Others	150	150
APPOINTED OFFICIALS		
Accounting Officer	8918	9365
Veterans Agent	700	700
Administrative Assistant	8156	11156
Assessor's Secretary	1250	1250
Clerk, Bd. Registrars	50	50
Building Inspector	5500	5500
Wiring , Plumbing Inspectors	20/inspection	20/inspection
Sanitation Inspector	25/inspection	25/inspection
Election Workers	6.75/hour	6.75/hour
HIGHWAY DEPARTMENT		
Grade1A	17.58/hour	18.18
Grade 1	16.58/hour	17.18
Superintendent	46000	46500
LANDFILL Caretaker	9.25/hour	9.50/hour
LIBRARY Director	32760	33743
Staff Librarian	11.00/hour	11.33/hour
Custodian	8.75/hour	9.02/hour
TOWN HALL Custodian	9.25/hour	9.50/hour
POLICE CHIEF	14/hour	14/hour
Officers – Regular	11.00/hour	11.00/hour
Court	15/hour	15/hour
Secretary	10/hour	10/hour
FIRE CHIEF	3000	4000
CEMETERY CARETAKER	4456	4603

PROPOSED BUDGET FISCAL 2005

ACCOUNT	VOTED F2004	PROPOSED F2005
GENERAL GOVERNMENT		
Counsel Fees	9000	9000
Moderator	150	150
Selectmen Salary	3200	3200
Selectmen Expense	3800	3800
Administrative Assistant	8156	11156
Auditor Salary	150	150
Accounting Officer Salary	8918	9365
Accounting Office Expense	1150	1300
GASB 34		2000
Assessor Salary	6200	6200
Assessor Expense	5870	12370
Assessor Secretary	1250	1250
Treasurer Salary	8918	9365
Treasurer Expense	2700	2750
Tax Collector Salary	6656	6856
Tax Collector Expense	2600	2790
Town Clerk Salary	5945	6094
Town Clerk Expense	2150	3250
Clerk, Board of Registrars	50	50
Conservation Commission	265	265
Planning Board Expense	200	200
HIGHWAYS		
Highway Administration	3500	5000
Highway Salaries	142000	145500
Holiday Pay	4872	5044
Vacation Pay	5426	5618
Bridges & Railings	0	500
Highway Materials	41500	50000
Road Machinery	22000	27000
Road Machinery Fuel	13500	14200
Snow Removal	42000	43050
Road Machinery Buildings	7000	9500
SCHOOLS AND LIBRARIES		
Hampshire Regional HS (Article)	750204	863640
HRHS Capital	162259	164593
Vocational (Article)	242643	210000
Elementary School (Article)	907798	934690
School Committee Salary	480	480

Library	49230	56221
VETERANS		
Veterans Expense	100	100
Veterans Agent Salary	700	700
Memorial Day	25	100
Cultural Council	75	75
CEMETERIES		
Cemetery Salary	4456	4603
PROTECTION OF PERSONS & PROP		
Police Department	36100	38000
Constable	1	1
Fire Chief	3000	4000
Fire Department	10750	10750
Emergency Medical Services	300	300
Inspector Salary	10500	9500
Tree Warden Expense	1350	1500
Civil Defense	1	1
Dog Officer	400	400
Animal Inspector	500	500
HEALTH & SANITATION		
Hilltown Resource Mgt. Coop. (Article)	4646	4646
Board of Health Salary	3400	3400
Board of Health Expense	55184	66189
DEBT & INTEREST		
Interest Short Term Debt	1	1
Long Term Debt	395000	495000
Interest Long Term Debt	40694	94625
UNCLASSIFIED		
Insurance & Bonds	39000	4100
Town Offices	7000	7900
Council on Aging	1000	1000
Historical	200	200
County Retirement	61768	66292
Council of Governments	8111	8111
Unemployment (Article 8)	10800	11650
Group Insurance	155000	190000
Medicare	12000	14000
Land Damage	1	1
Reserve Fund	<u>4000</u>	<u>5000</u>
TOTAL	3337803	3706543

ARTICLES ON THE WARRANT

MAY 8, 2004

ARTICLE 1: To hear and act on all reports presented at said meeting.

ARTICLE 2: To see if the Town will vote to leave the care of the highways in charge of the Selectmen.

ARTICLE 3: To vote in compliance with Section 108, Chapter 41 G.L. which requires that salaries of elected officials be fixed by vote of the Town.

ARTICLE 4: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money to meet Westhampton's share of Hampshire Regional School District's assessment for Fiscal 2005, or any lesser sum as may be certified by the District, provided that any such certification shall be made prior to the establishment of the tax rate, and to meet this appropriation, a sum of money be raised by taxation, or take any other action in relation thereto.

ARTICLE 5: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money to meet Westhampton's share of Hampshire Regional School District's capital assessment for Fiscal 2005, or any lesser sum as may be certified by the District, provided that any such certification shall be made prior to the establishment of the tax rate, and to meet this appropriation, a sum of money be raised by taxation, or take any other action in relation thereto.

ARTICLE 6: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money for the Elementary School, or pass any vote or votes in relation thereto.

ARTICLE 7: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money for Vocational school tuition, or pass any vote or votes in relation thereto.

ARTICLE 8: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money for Vocational school transportation, or pass any vote or votes in relation thereto.

ARTICLE 9: To see if the Town will vote to allow the Hampshire Regional School Committee to enter into three year contracts with the option to renew in each of 2 (two) additional years to provide bus transportation to Hampshire Regional High School, Chesterfield Goshen Regional School, Southampton Public Schools, Westhampton Public Schools, Williamsburg Public Schools, and vocational transportation, or take any action relative thereto.

ARTICLE 10: To see if the Town will vote to raise and appropriate, or otherwise provide, such sum of money as may be necessary to defray Town charges in the ensuing year.

ARTICLE 11: To see if the Town will vote to raise and appropriate, or otherwise provide a sum of money to hold in anticipation of unemployment benefits for Town employees in accordance with Chapter 151A of the General Laws of Massachusetts.

ARTICLE 12: To see if the Town will vote to raise and appropriate, or otherwise provide, a sum of money for Westhampton Town's share of expenses of continued participation in the Hilltown Resource Management Cooperative, or take any other action in relation thereto.

ARTICLE 13: To see if the Town will vote to appropriate a sum of money from available funds, due to the town as Chapter 90 Highway funds, from the Transportation Bond Issue, voted in the Acts of 2004, or take any other action in relation thereto.

ARTICLE 14: To see if the Town will vote to appropriate a sum of money from Free Cash to reduce the tax rate, or take any other action in relation thereto.

NOTE: This is a preliminary list of the articles for the Annual Town Meeting; it is subject to change and/or additions. The final warrant will be posted at least seven days before the Annual Meeting, May 8th.

PLEASE BRING THIS REPORT WITH YOU TO THE
ANNUAL MEETING.

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